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THE LADIES LETTER WRITER

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Frances Adla Pratt
 JULY 13, 1933

The Ladies Letter Writer was given to my Father, American
 written by J. M. Newman.

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NEW LETTER-WRITER,

FOR THE

USE OF LADIES:

EMBODYING

LETTERS ON THE SIMPLEST MATTERS OF LIFE,

AND ON VARIOUS SUBJECTS,

WITH APPLICATIONS FOR SITUATIONS, ETC.

AND A COPIOUS

APPENDIX OF FORMS OF ADDRESS, BILLS, RECEIPTS.

AND OTHER USEFUL MATTER.

COMPILED FROM THE BEST PREVIOUS WORKS ON THE SUBJECT,
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ON STYLE, ETC., ETC.

NEW YORK:

FREDERIC A. BRADY, PUBLISHER, No. 22 ANN STREET.

1867.

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Educ. dept.

EDUCATION DEPT.

TO VIRU
AIRPORT LAC

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PREFACE.

IN the present day when education is so rapidly progressing, a superior work on the subject of Letter Writing is obviously needed. The old works of the kind were obsolete in diction, exaggerated and unnatural—frequently to a ludicrous excess—in their thoughts, and the topics upon which they professed to give specimens were not well chosen. To illustrate this fact by example, the epistles in the old Letter Writers smack rather of Sir Charles Grandison's days than our own, and, although often entertaining, they are too high-flown for common life, without being refined enough to suggest ideas of legitimate letter-writing to the educated person.

Before, however, entering into the character of the present work, the editor feels it incumbent on him to state his impressions as to the extent to which such publications are really useful, and how far their use or abuse may affect the possibility of their readers becoming good or bad correspondents.

It is impossible that, even were ten thousand letters collected together, they would furnish epistles suited to *every* exigency, even during a single year of an ordinary

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person's life. So much must depend upon the character and position of the person to whom,—on the nature of the circumstances under which,—and on the humor and disposition in which we write, that, were every letter, from Cicero's time to Sir Thomas Moore's, to be pressed into our service, it is doubtful whether the precise one we really wanted would be forthcoming.

Good letter-writing is one of the mainsprings of business, and one of the strongest connecting links of common life. To write a business letter, and to write a familiar one, require as different qualifications as to enter a drawing-room and to knock at one's own street-door. Let us try to point out what these qualifications are.

Tact is equally necessary in both, but tact of a different character. In writing to a man of business, *brevity* becomes literally "the soul of wit," and true tact will teach us three things; first, never to waste time in more compliments than are demanded by the common courtesy due from one man to another; secondly, never to say anything that has nothing to do with the subject; and thirdly, always to say all that the subject really requires, and to say that clearly. A letter of ten lines will often fulfill all these conditions, when a lengthy epistle will bring back an impatient wish to "know the meaning of your communication of the —th." In writing letters, we ought to consider that we may be wasting another person's time more precious than our own in the mere operation of reading, to say nothing of understanding and replying to them. But let us always remember, that it is possible to be brief and to the purpose, without being bearish or uncourteous.

Tact in familiar writing, and in some half-business-half-familiar correspondence (which enters constantly into our

every-day life) consists in a clear and ready interpretation of our thoughts and wishes, as well as in a prompt and graceful understanding of those of another. Here we are less fettered by the pressing calls of time already over-employed; we are enabled to *speak on paper* (which is the great and true perfection of letter-writing), and we mingle the gentler feelings of home associations with the sterner calls of duty. But tact is no less wanting under these circumstances. Who would write to a child at school, to a friend just married, or to a dignitary of the church, all in the same terms? One may be familiar with all three. The dignitary may be the very venerable gentleman who gave the nuptial blessing to your cousin whom you are congratulating, and he may likewise have stood godfather to the child to whom you are sending your own blessing and a cake; but surely he will very reasonably expect to be addressed with, at all events, a more subdued familiarity, than as if he had formerly been your schoolfellow at cricket, or had just distinguished himself by a precocious entrance into *Propria quæ maribus!*

And even on the most familiar occasions, and in addressing the most familiar friends, this tact will aid us in not a few material points. It will prevent us mistaking boisterous familiarity (and, too often, slang and vulgarity) for heartiness—carelessness in grammar for freedom of style (a mistake, unhappily, not confined to letter-writers only), and will give a refinement and gracefulness which enhance even the most tender passages of love and friendship.

Now it is candidly to be confessed that the art of acquiring this tact (which is little else than the whole art of letter-writing), is one of time, trouble and difficulty. The earlier it be commenced, the better; but there are

many, whose acquaintance with the world at large begins late in life—perhaps never begins at all, and from such persons much cannot be expected. A regular correspondence with those who themselves write well is unquestionably the surest means of attaining this end, and, next to it, the frequent perusal of such letters as form a part—and a charming part—of the writings of our best authors. To those who possess the opportunity of cultivating both or either of those resources, the examples contained in the following pages can teach little, excepting, perhaps, the art of saying plain things in plain words, and being able to say no more than is necessary upon a trifling subject—a matter which a great many very clever people find more difficult than they are willing to confess.

As to letters on courtship, matrimony, and such like matters, the editor candidly confesses that he should feel little sympathy with any gentleman who received a *printed circular* in answer to an address taken from a printed letter. Had he consulted his own inclinations, he would probably have excluded any attempts to deal with such matters (where befitting writing can only spring from the deepest recesses of the human heart): but, in deference to custom, he has prepared some specimens, and selected a few others, which he trusts will, at all events, not lead his readers to any of the display of folly or misplaced romance, which too frequently form painfully-ludicrous episodes in the earlier acquaintance of the two sexes. A manly and honorable feeling towards the objects of our affections will, it is to be hoped, always suffice to prompt its honest expression, without running into bombast, extravagant adulation, or unreasonable and absurd protestations.

But there is a class of people whose wants are likely to

be greater, and whose interest has been more immediately consulted in the following pages, viz: clerks, servants, sailors, and others, whose education may be very slight, but who may at the same time wish to be able to express themselves clearly, and to prefer something like an English diction to the vulgarity which a little pains and care might avoid: letters referring to obtaining a character, soliciting the recommendation to a situation—letters from sailors at sea, from relations at the gold-diggings, and on such like matters,—will be found in this little volume, and may, it is hoped, frequently prevent a good deal of hesitation and wondering “what to write, and how to write it.”

I will now endeavor to point out a few features peculiar to female correspondence, which I hope may be thought *appropos* of the subject.

It were to be wished that more attention were paid to the subject of letter-writing in our national and district schools. In the present day, when ignorance is deservedly at a discount, and when so much is expected of every one, even in a humble position of life, there is no reason why the letters from one servant to another, or the application for a situation, or answer to an advertisement, should only furnish so many examples of outrageous grammar and absurd diction. A habit of expressing oneself distinctly, though without pretension, ought to be inculcated in every such establishment, and, where the difficulties of spelling and reading have once been conquered, there will be little difficulty in enabling the pupil to acquire such simple forms of correspondence as are necessary to the ordinary circumstances of her career.

Many such letters have been inserted in the present work, which, it is believed, will be found useful, not only to female servants and others of the lower class, but to the pupil-teachers and governesses who are chiefly concerned in their instruction. Some experience of the system pursued in many ward and district schools leads the editor to the conclusion that the useful is too frequently sacrificed to the superficial, and that a knowledge of doubtful Egyptian chronology is of much less importance than the power of being able to apply for a situation, answer an advertisement, or deal with any other matter of common life, without doing it in a style almost condemning the fitness of the candidate on the score of *outré* ignorance.

In reference to the more polite correspondence, I, of course, do not suppose it can be of any great use to those whose personal gifts have been carefully improved by education, and whose daily mingling in good society gives that "true ease in writing," which, as Pope says, "comes by art, not chance." Nor will the accomplished reader of Madame de Genlis, or Madame de Sevigny's letters, to say nothing of such correspondence as is found in the works of our female tourists, or in the writings of Madame D'Arblay or Lady Rachel Russell, seek such indifferent aid as this volume can present. But to many, whose opportunities have been less brilliant, a few *suggestions* may be found which may prevent being at a loss how to begin, or how to state a particular topic, and which, if not leading to the production of a first-rate epistle, may at all events prevent anything like positive awkwardness or inelegance.

To the young, moreover, whose zeal (especially in *some* matters touched upon in the following letters) is apt to

outrun their discretion, it is to be hoped that this book will be even more useful. Care has been taken to blend scrupulous delicacy with such natural warmth of expression as seemed warranted by the subject, and without which all correspondence must sink into stale and lifeless matter-of-fact. Having experienced revision at the hands of one or two ladies competent to judge, the editor feels certain that the letters here given are at least free from impropriety; and that, if not meeting the precise and delicate shades of every circumstance connected with affairs so peculiar in their nature, they may still be used as *safe* examples, and as being free from the affected sentimentalism and morbid affectation too frequently found in correspondence on such matters.

The following story and remarks, from the pen of an accomplished American authoress, form a not inapt conclusion to this preface, especially as far as its younger readers are concerned:

"Mr. Robinson was very fond of children, and used to render himself very familiar with them, by adapting his conversation to their capacities, and joining heartily in their little sports; consequently, they were much attached to him. In the midst of his playfulness, however, he never let slip an opportunity of throwing out some hint that might be useful to them in after life. Among his little favorites were two fine boys, sons of a much esteemed member of his congregation. The elder, named John, was about ten years old, and the youngest, Robert, about eight. On one of Mr. Robinson's visits to their father, Robert, being told of his arrival, came bounding into the room, and, as usual, jumped upon his knee, when they entered into the following dialogue:—

"*Mr. R.*—Well, Robert, so you have taken your old

seat; but how is it my other knee is unfurnished?
Where is John?

"R.—O sir, John is gone to New York.

"Mr. R.—Indeed! how long has he been gone?

"R.—More than a fortnight, sir.

"Mr. R.—How many letters have you written to him?

"R.—None, sir.

"Mr. R.—How is that?

"R.—Because I do not know how to write a letter, sir.

"Mr. R.—But should you like to know how?

"R.—O yes, sir! very much indeed.

"Mr. R.—Then suppose you and I, between us, try to cook up a letter to John, shall we?

"R.—O dear, yes, sir, if you please; I should so much like to do that.

"Mr. R.—Well then, let us begin, "Saucy Jack;" will that do?

"R.—O dear no, sir; I should not like to say that at all.

"Mr. R.—Why not?

"R.—Because that would be so rude, sir.

"Mr. R.—Let us try again; "My dear Brother;" will that do?

"R.—O yes! nicely, sir.

"Mr. R.—Well, then, now let us go on, "Last Thursday half Cambridge was burnt down, and—

"R.—O no, sir! that will never, never do.

"Mr. R.—Why won't it do?

"R.—Because it is not true, you know, sir; there has not been any fire at Cambridge.

"Mr. R.—Then suppose we alter it to "*Last night our tabby cat had three kittens.*" That is true, you know, because you told me it just now.

"*R. (hesitatingly).*—Y-e-s, sir, it is true; but I should not like to *write* that.

"*Mr. R.*—But as it is true, why should you not like to write it?

"*R.*—Because I do not think it worth putting in a letter, sir.

"*Mr. R.*—O ho! then, if I properly understand you, friend Robert, you think that when we write letters to our friends, we should, in the first place, never be rude; secondly, that we must never say what is not true; and, thirdly, that we must never tell them what is not worth knowing. Am I right?

"*R.*—Yes, sir; if I were to write a letter, I should try to think of all this.

"*Mr. R.*—Then, my dear boy, you must never again tell me that you don't know how to write a letter; for I assure you you have a much better notion of letter-writing than many people who are five times your age."

Perhaps it will be worth while to say, in addition to the above rules, or rather as an application of the second rule, not quite obvious at first sight, yet which is particularly applicable to the class of persons to whom these hints are addressed, "never express more than you feel." Young ladies are apt to express themselves too warmly, and their expressions on paper, of ardent and unalterable attachment, sometimes outlive the thing expressed, and form a standing reproach to their fickleness, coldness, or insincerity.

It is a pity that some young people make a formidable task of writing a letter, and that others very unnecessarily and uselessly blot many sheets of paper, and incur or impose much needless expense in postage for the conveying of empty compliments, unmeaning professions, and trifling

details. Both classes would improve themselves by putting letter-writing upon its natural and proper footing—a mode of communication with our friends or correspondents, not as a trial of skill, or a display of fine words and pompous expressions, but the communications of what we really think, and feel and wish. It might correct both reluctance and excess to accustom ourselves to inquire, “What is the occasion of my writing a letter?” If it be business, there will be little danger of expressing what we wish, or of expressing more than we need. Such letters will not be written for the mere pleasure of writing; neither will they be dreaded or postponed for want of something to say. But the occasion is, absence from a parent, a brother, a sister, or a really beloved friend; and is there any reluctance and difficulty in writing to them? Should we pass hours of silence in their presence for want of something to say? or do we pass the hours of absence without thinking of them? If either were the case, it would argue a lamentable want of affection for friends so near; if not, why should there be greater difficulty in writing than in speaking our thoughts? On the other hand, to prevent filling the letter with trifles, and omitting things of importance, it might be well to imagine that we were to have an interview with the absent friend, but that it must be limited within the few minutes occupied in reading a letter; we should then think first of the things most needful and important to be said, and secure them, leaving all of inferior moment to take their chance. Now, just follow this plan in letter-writing; say in few and simple words the things most important to be said; then things of minor importance, which yet may be interesting. If time and paper allow, put them all in; if not, leave out the most trifling.

If, on the other hand, all is said, make a close, and do not, for the sake of filling your sheet, drawl on when you have nothing to say. A letter written on these principles will neither disgrace the writer, nor disappoint the receiver.

For the convenience of all classes, forms of address to persons of high social station or professional position, have been added, together with some forms of receipts, promissory notes, and other such matters, the utility of which admits of no question.

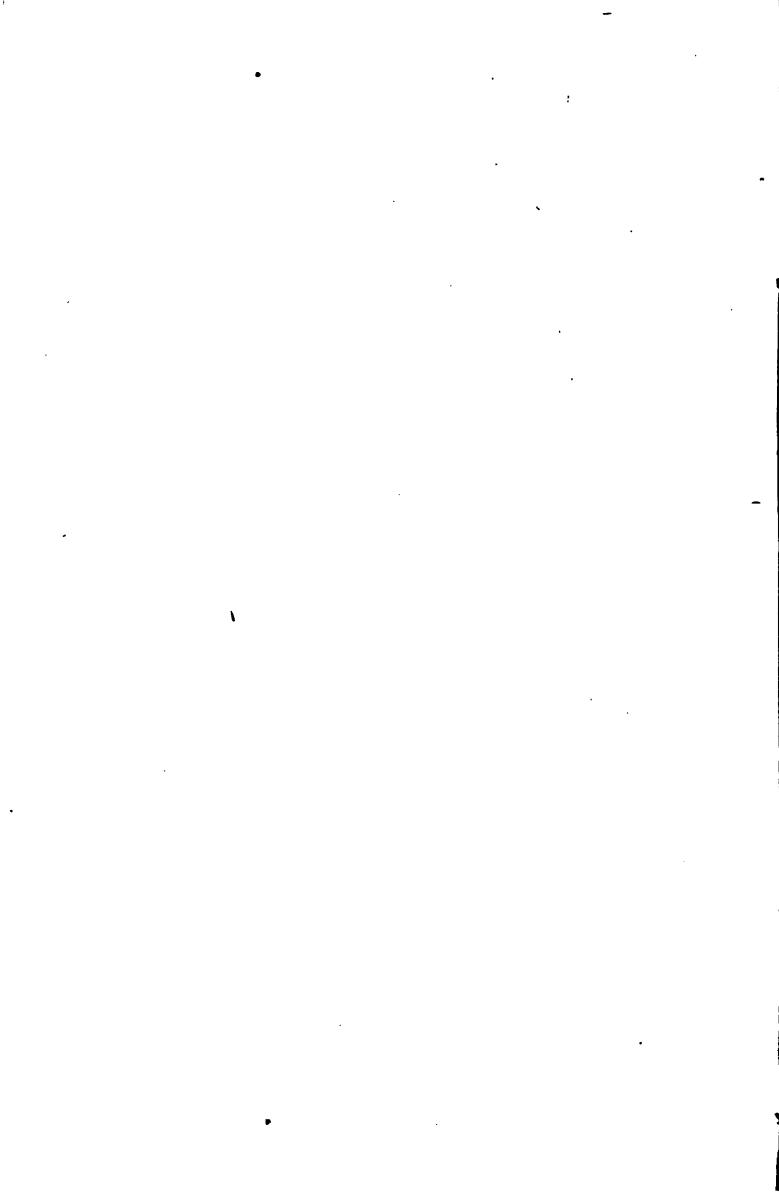


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THE
LADY'S LETTER-WRITER.

LETTER I.

From a Lady in New York to the mistress of a Boarding-school, respecting her daughters.

NEW YORK, February 6th, 18—.

MADAM,—Although a stranger to you personally, my esteemed friend, Mrs. —, has spoken in such high terms of your establishment, and of the improvement of her own daughters under your system of education, that I have unhesitatingly determined to give my two dear children, Emily and Maria, the benefit of your instruction, should you have a vacancy. Emily is just — years of age, her sister — years younger. Both are well grounded in the ordinary knowledge which should form the basis for a “finishing course,” and I have no doubt your establishment would afford them every advantage.

They are amiable children—if their mother's fondness does not much mislead her; and although they have hitherto lived almost entirely at home, I believe they would readily adapt themselves to a new society, especial-

ly under what Mrs. — has led me to believe, an almost motherly superintendence.

Awaiting the favor of your reply, and of such particulars as may be thought necessary,

I remain, Madam,

Your faithful servant,

To Miss or Mrs. —.

LETTER II.

The Answer.

GLENWOOD HOUSE, February 9th, 18—.

DEAR MADAM,—I shall be delighted to receive your two little girls next quarter, and am highly pleased at the confidence Mrs. —'s recommendation has led you to repose in me. I trust that my whole desire has ever been to promote the happiness, as well as the intellectual advancement of my pupils; and I may venture to say that a happier circle can hardly be found than among ourselves.

The enclosed prospectuses will give you, I think, all necessary information; but as I shall spend a few days of the Easter vacation with my brother, the Rev. —, I shall hope to call upon you in New York, and make the personal acquaintance both of yourself and of the little ladies who are to be entrusted to my charge.

Assuring you that no pains of mine will be spared to promote the religious, moral, and intellectual welfare of your children,

Believe me,

Dear Madam,

Most faithfully yours,

To Mrs. —.

LETTER III.

From a young Lady at School to her mother.

BELLE VUE HOUSE, April 17th, 18—.

MY DEAREST MAMMA,—Although I was almost heart-broken at parting from you for the first time in my life, I felt that you would never have let me quit home but for my own good ; and I hope I am not ungrateful enough to prefer mere selfish gratification to future welfare.

I find school much less disagreeable than I had expected. There are, of course, many variations of disposition—for a school is like a little world—but, for the most part, the girls make themselves very pleasant to me. Mrs. — is kindness itself, and sets an example of mutual good-will to all of us.

My studies are, I think, progressing satisfactorily, although I am, of course, in the back-ground as yet, especially in my French. The music-master is rather passionate, especially if we play out of time, which you know, dear Mamma, used to be an unfortunate fault of your Julia's. But he takes great pains ; and I think you will have less to complain of in my playing when I return.

How I long to kiss and embrace you again ! God bless you, dear mamma, and believe me,

Your ever affectionate child,

To Mrs. —.

LETTER IV.

The Answer.

BROOKLYN, April 26th, 18—.

MY DEAREST CHILD,—I was delighted to receive your

affectionate and gratifying letter. Believe me, that for a widowed mother to be parted from her only darling is a sad trial, especially when the elasticity of youth and health is so much diminished. I shall look forward with joy to the Midsummer vacation, when I intend to take you with me on a trip to the White Mountains. You will have an opportunity of seeing many of those wonders of nature of which you have only read in books, as well as of strengthening your health, and returning to school with greater aptitude and relish for study.

Write to me from time to time, and let me know all the news of your "little world;" for, believe me, everything that pertains to the welfare and progress of my darling child, is of consequence in the eyes of your mother.

Pray present my kind respects to Mrs. —, and thank her for her kindly care of you.

That God may bless you, and make you all that I could wish, is the constant prayer of

Your affectionate Mother,

To Miss Julia —.

LETTER V.

From a little Girl, wanting to come Home.

AMENIA SEMINARY.

DEAR MAMMA,—O! I am so tired of this place! I cannot learn so many things at once; and I cannot bear going to bed without kissing you. You know, mamma, I have never been away from you before, and I feel as if I should die of grief if you do not let me come home again. Do, mamma, do, and I will love you for ever.

Your miserable child,

To Mrs. —.

LETTER VI.

The Answer.

JERSEY CITY, Saturday, 16th.

MY DEAR CHILD,—I am sorry that you should pain me by so unreasonable a request. You know well that nothing pleases me more than to have all of you around me; but you must recollect that all your brothers and sisters have been to school before you, and they never complained at all. I know that you, being the youngest, have been petted a great deal by all of us; but, for that very reason you ought to try and give us pleasure, by growing up a good and clever girl.

Believe me, my dear child, you will find school become more pleasant every day, as you get better acquainted with your schoolfellows, and as your improvement gains the approval of your mistress. Youth, my dear little girl, is the proper time for exertion; for if we once lose the precious hours of early life, we have naught to look back to but disappointment and regret.

I have written to Mrs. — to ask her to give you not quite so many lessons at first, and have no doubt she will do all to assist you. But you *must* try to be happy, and look forward to the Christmas vacation as the reward of the little self-privation you are at present undergoing. With the united kind loves of your father, brothers, and sisters,

I am,

My dear child,

Your affectionate mother,

To Miss —.

_____.

LETTER VII.

Announcing the Vacation.

WOODLAWN HOUSE, June —, 18—.

MY DEAR PARENTS,—It is with mingled feelings of regret and pleasure, that I announce that the termination of this half year's work is fixed for the —th instant. I sincerely hope that I shall not only find you both in excellent health, but that you will be satisfied with my improvement since I last left home. No pains have been spared by any of my teachers to render me worthy of your good opinion; and I must ever feel grateful both to them, and to yourselves, for the pains bestowed upon my education.

Mrs. (or Miss) — desires me to present her best compliments; and, with my best love to my sisters and brothers, believe me to remain,

My dear Parents,

Your ever dutiful and affectionate daughter,

To —.

LETTER VIII.

Acknowledging a Present.

RICHMOND, April 4th, 18—.

MY DEAR FATHER,—How kind of you to think of me immediately after your return from Paris! The trinkets you sent are so very beautiful, that I should have been afraid of exciting the envy of my schoolfellows, had it not been for the liberal supply of French confectionary (of which, I assure you, very little now remains) by which

they were accompanied. I assure you, I spare no trouble to win the good opinion of my school-mistress and teachers; and, if I may judge from their kindness towards me, I am not altogether unsuccessful.

I am enjoying excellent health and spirits; but I hope now you are in New York, you will sometimes run down and see your daughter; for, believe me, nothing but an occasional thought of poor, widowed papa, ever intrudes upon my cheerfulness. Mrs. — has frequently expressed a wish to see you, so that I shall look forward with anxiety for that happy occasion.

Again thanking you for your thoughtful and liberal kindness,

Believe me to remain,

My dear Father,

Your ever affectionate and grateful daughter,

To —, Esq. _____

LETTER IX.

To a Daughter on her Birthday.

NEW ORLEANS, February 12th, 18—.

MY DEAREST CHILD,—Your father, brothers, and sisters, all unite with me in wishing you a thousand good wishes on this your —th anniversary. We could all have wished that circumstances would have allowed of your spending it with us; but feeling, in these matters, must oftentimes be sacrificed to utility, and our selfish delights must not be suffered to interfere with the prospects of those dear to us. The package which accompanies this letter, contains not only some trifling tokens of affection from all of us, but the materials for a little entertainment which, I have

no doubt, Mrs. — will allow you to give to your school-fellows, as I have written to beg a half-holiday on the occasion.

God bless you, my dear child! and that every succeeding year may see you increase in all that is desirable in body and mind, is the earnest prayer of your ever anxious parents. With best compliments to your mistress and teachers,

Believe me,
Your ever affectionate Mother,

To Miss —. _____

LETTER X.

From one Young Lady to another.

PEEKSKILL, June 15th, 18—.

DEAR —,—Though it is near breaking-up time, I should feel distracted at leaving this delightful place, were it not for the expectation of again beholding my dear mother, and of again meeting with so many beloved friends, none more so than yourself.

I hope I have made a good progress during this last half year, as I know the anxiety of all my friends on the subject, and am too much indebted to them not to wish to make every exertion to gain their good opinion. My health has been excellent; indeed, this place is sufficient to preserve the most delicate in comparative comfort. In fact, had I not another home, I should scarcely wish ever to leave here.

But about yourself. I am so glad to hear that you are engaged; and won't I tease you when I come to town!

I long to see the gentleman. Is he tall or short, raven or auburn, fair or dark, &c., &c.? But, without joking on what is really a serious matter in a friend's happiness, I sincerely hope he is a good man, and one worthy the heart and hand of my dearest old schoolfellow. I well know that you possess all the charms of mind and person that can make any man happy; and that you may never be deceived in your choice; is my most earnest wish.

Believe me to remain, dear —, with every prayer for your happiness,

Your affectionate —,

To Miss —.

LETTER XI.

Requiring the Character of a Governess.

LE ROY PLACE, August 10th, 18—.

MADAM, —Having inserted an advertisement in the papers requiring the services of a governess competent to instruct my three daughters, I shall esteem it a great favor, if you will inform me as to what extent Miss —, who has referred me to you, is capable of instructing her pupils in the higher branches of female education. I am especially anxious to obtain an amiable young person, who would be treated as one of the family, and would be willing to consider herself as the guardian of the morals, as well as the superintendent of the studies of my children. I am much pleased with the appearance and manners of Miss —, and should your report be favorable, I shall have no hesitation in completing an engagement with her.

I am,

Madam,

Your very obedient servant,

To Mrs. —

LETTER XII.

In Answer.

ABINGTON SQUARE, August 10th, 18—.

MADAM,—I was absent from town when your letter arrived, or should have replied immediately. I trust this delay, which I much regret, will in no way interfere with your arrangement with Miss —, for whom I entertain the highest respect and good feeling: During her residence of — years in my family, I ever found her amiable, industrious and sensible. Well grounded in English, she likewise possesses a useful knowledge of accounts, writes a free and elegant hand, and speaks and writes French with considerable fluency. With regard to the accomplishments of music and drawing, she is fully competent to prepare pupils for their finishing masters; and her general aptitude for teaching is increased by her patience and good-humor. I can scarcely add anything further, than to express my wish that she may obtain a situation every way suited to her deserts, and that you may have every reason to be pleased with the results of your engagement.

I remain,

Madam,

Your very faithful servant,

To Mrs. —. —.

LETTER XIII.

To the Governess, from the former Lady.

LE ROY PLACE, August 12th, 18—.

MY DEAR MISS —,—So favorable is the result of Mrs.

—'s report, that I unhesitatingly offer you a situation in my house, about which we have already been in communication. With every confidence in your ability and willingness to gratify my wishes for the welfare of my children, I can assure you that all that is in my power shall be done to lighten your labor, and make you feel like one of ourselves.

Pray inform me when it will be convenient for you to enter upon your new duties, as I will at once make the necessary arrangements for your accommodation.

Believe me,

Dear Miss —,

Yours very truly,

To Miss —.

LETTER XIV.

The Answer.

EAST 14TH STREET, August 18th, 18—.

MADAM,—I am happy to hear that your good opinion of me has been confirmed by the kind verdict of Mrs. —. If convenient to yourself, I shall be happy to enter upon my duties on — the —th, as I believe you are anxious that no time should be lost.

I remain,

Madam,

Your obedient and faithful servant,

To Mrs. —.

LETTER XV.

From a Nursery Governess in answer to an Advertisement.

RUTHERFORD PLACE, January 8rd, 18—.

MADAM,—Understanding that you have a vacancy for a

nursery governess for — children of your own, I beg to state that I have occupied that situation for — years in the house of —, and only left in consequence of the family going to reside in the country. I am well acquainted with the usual routine of an English education, and with sufficient of French and music to teach the first rudiments, and attend to the practising in the absence of the teacher, which, I presume, is all that you would require. I enclose some testimonials, which, I venture to hope, will satisfy you as to my character and competency for the office. Should you honor me with your confidence, I assure you that neither kindness nor exertion shall be wanting to do justice to your children, without exercising undue severity or unkindness.

Awaiting the favor of your reply,

I remain,

Madam,

Your obedient servant,

To A. B., care of, &c.*

LETTER XVI.

An unfavorable Answer to an Application for the Character of a Governess.

PETERSBURG, August 5th, 18—.

MADAM,—In answer to your polite note in reference to the character and capabilities of Miss —, who lived in my family in the capacity of governess, during the space of —, I regret to say that a duty imposes itself upon me, which, although requisite, is yet most unpleasant to my

* According as the advertisement directs.

feelings; inasmuch as I feel obliged to state, that the estimate which I formed of the capabilities of that lady (or, my opinions in reference to her temper and conduct, *as the case may be*), were far from being of a satisfactory nature. I found her very deficient in two departments, those of music and French (*or*, I found her manners extremely repulsive, and that, in the management of children, she had little or no command over her temper). In other respects I have nothing to say to her prejudice.

Regretting that I cannot give a more favorable reply to your letter,

Believe me,

Madam,

Your very obedient servant,

LETTER XVII.

For a Housekeeper.

HUDSON CITY, April 5th, 18—.

SIR (*or* MADAM),—Learning from an advertisement in the *Herald* of — (or from a friend), that you require the services of an experienced housekeeper, I beg respectfully to offer myself as a candidate for the vacant office. I am unmarried; my age is — years; and I have lived for — years in the family of —, to whom I can confidently refer you as to my character and fitness for the duties of the situation.

I remain,

Sir (*or* Madam),

Your most humble servant to command,

To —.

LETTER XVIII.

As to the Character of a Cook or Servant-of-all-work.

BROOKLYN, E. D., June 15th, 18—.

MADAM,—Mary — having replied to an advertisement for a cook (*or* housemaid, &c.,) in the *Herald*, refers me to you for a character. I feel particularly anxious to obtain a clean, active, and civil person, as my last occasioned me much trouble, and left under most unfavorable circumstances. I shall, therefore, feel obliged by your making me acquainted with any particulars referring to her character, and remain,

Madam,

Your very obedient servant,

To Mrs. —.

LETTER XIX.

In Answer.

FORT GREEN PLACE, June 18th, 18—.

MADAM,—I take an early opportunity of acknowledging the receipt of your note ; and in answer to your questions relative to the character of Mary —, I beg leave to inform you that she lived with me in the capacity referred to, for the space of —, during which time I generally found her attentive to her duties, to the performance of which she was fully equal. I always had full confidence in her honesty, which she never gave me any cause to question ; and in regard to her cleanliness and civility, I had very little reason to find fault. I parted with her on account of her ill-health (*or* a difference about wages, &c.),

and can recommend her with full confidence of her being likely to give you satisfaction.

I am, Madam, &c. &c.,

To Mrs. —.

LETTER XX.

Unfavorable.

FORT GREEN PLACE, June 18th, 18—.

MADAM,—In replying to your polite note, I beg to inform you that Mary —, who lived with me in the capacity of —, left my service in consequence of her incompetency to the discharge of her duties (*or name any other cause*). In other respects I had no reason for discharging her.

Believe me,

Madam,

Yours most respectfully,

To Mrs. —.

LETTER XXI.

For a Lady's Maid, from one young Lady to another.

NEW YORK, July 15th, 18—.

DEAR —,—We are about to start for — on the —th, and I am as yet unprovided with a lady's maid. Never having performed a sea-voyage as yet, it is important that I should have some one who has crossed the ocean, and who could attend to the comforts necessary on shipboard. Do you, among your various acquaintance,

know any one who could introduce to me a cheerful and attentive young person. You know enough of my temper to be aware that I should be a kind mistress, and abstain from giving useless trouble; in fact, I had rather meet with one whom I could make a companion, especially if papa carries out his scheme of an excursion up the Mediterranean.

I am sorry to trouble you; but I know that you will assist me if you can. Meanwhile, believe me,

Dear —,

Ever truly yours,

To Miss —.

LETTER XXII.

The Answer.

MADISON SQUARE, July 17th, 18—.

DEAR —,—Fortunately I happen to know the very person you want, and as time seems pressing, I have directed her at once to call upon you. The bearer of this note is — —, a young person, most respectably brought up, and well acquainted with the matters of the toilet, &c. She was with me for a few weeks during the illness of my present maid, and had I not already been perfectly well suited, I should have been glad to engage her. Having been employed in a Parisian millinery depot, she has frequently crossed and re-crossed, and claims to be a "good sailor," so you will have a comforter in your fears. She bears the best possible character from all who have known her, as her testimonials will

prove, and her pleasant and modest manners speak for themselves.

Wishing you, my dear —, all possible pleasure from your forthcoming voyage, and all agreeable companionship from my young friend,

Believe me,

Ever sincerely yours,

To Miss —.

LETTER XXIII.

From a Lady's Maid to her intended Mistress.

THIRTIETH STREET, July 19th, 18—.

HONORED MISS,—I feel most grateful to you for selecting me as your lady's maid, and will do all in my power to promote your comfort, and deserve your approbation. Agreeably to your wishes, I will be with you punctually at — on — evening.

I am,

Honored Miss,

Your humble and obedient servant to command,

To Miss —.

LETTER XXIV.

For a Recommendation of a Companion.

RIVERSIDE, June 30th, 18—.

DEAR MRS. —,—My old friend, Miss —, who has for some time past been in a decaying state of health, is anxious to meet with a lady who would be willing to re-

side with her as a companion. Being incapacitated from much reading, she is anxious to find a lady who would lighten her heavy hours by agreeable conversation, a rubber at cribbage, and so on. You know Miss ——'s disposition as well as I do. Though occasionally irritable, and sometimes rather selfish, she is kind-hearted by nature, and I doubt not, would be a valuable friend to a lady whose reduced means might induce her to accept such a situation. Should you know of any one to whom the comforts of a liberally conducted household are of consequence, and who would be likely to conduce to the comfort of my old friend, I will bring about a personal introduction, that both may form some estimate of each other's dispositions before binding themselves to any agreement to live together.

I remain,

Dear Mrs. ——,

Yours ever faithfully and sincerely,

To Mrs. ——.

_____.

LETTER XXV.

In Answer.

PORTLAND PLACE, August 9th, 18—.

DEAR MRS. ——,—I should not have delayed answering your letter so long, but that I was awaiting the return of Miss ——, an intimate friend of mine, and who had once spoken to me in reference to the same subject.

She is the orphan daughter of a clergyman, has mingled in good society, and seen something of the world. Her age is about ——, her temper extremely kind and

forbearing, and her manners and conversation sprightly and entertaining. Although possessing a small annuity, sufficient to exclude her from absolute privation, she would gladly husband some of her small means, with the view of assisting some relations who are totally unprovided for; and, under such circumstances, she feels grateful for your proposal, and will gladly accept your introduction to Mrs. — at any convenient period.

Believe me,

Dear Mrs. —,

Yours ever truly,

To Mrs. —.

LETTER XXVI.

In Answer to an Advertisement for a Milliner's Apprentice.

NEW YORK, June 5th, 18—.

MADAM,—In answer to your advertisement in the — of —, for an apprentice, I beg to say that I have a daughter — years of age, who is very expert with her needle, and would, I think, improve considerably in a short time. Will you, therefore, favor me with particulars as to premium, and other matters, to which I will give early consideration.

Yours obediently,

To Madame (or Mrs.) —.

LETTER XXVII.

In Answer.

DIVISION STREET, June 7th, 18—.

MADAM — presents her compliments to Mrs. —, and

begs to inform her that the premium usually paid on entrance is ——. The hours of work are from — to —. The board provided is of the best quality, and every opportunity is given to those who are willing to learn. If Mrs. — will kindly call in Division Street at her earliest convenience, bringing her daughter with her, Madame — will be happy to answer any further questions for their satisfaction.

To Mrs. —. ———.

LETTER XXVIII.

Application for a Situation as Ward Schoolmistress.

NEW YORK, June 30th, 18—.

GENTLEMEN,—Understanding that a vacancy for the situation of mistress to your Ward School has occurred, I beg to offer myself as a candidate, and to inclose my certificate, &c., from the Superintendent of the Board of Education. While I feel that these can better speak for me than I can for myself, I venture to assure you that, should you honor me by conferring upon me the vacant appointment, I shall strive to discharge my duties earnestly and steadily, and shall ever remain,

Gentlemen,

Your grateful and obedient servant,

To the Trustees of the — Ward School.

LETTER XXIX.

Application for a Testimonial from a Clergyman.

NEW YORK, June, 21st, 18—.

REVEREND SIR,—Being a candidate for the situation

of school-mistress in the — school, I venture to solicit the favor of a testimonial from you, as to my conduct while at the Normal School, and also to entreat that, should you deem me a worthy candidate, you will kindly exert your interest on my behalf.

Sincerely thanking you for past kindness, I have the honor to subscribe myself,

Reverend Sir,

Your most humble and dutiful servant,

To the Rev. —.

LETTER XXX.

Returning Thanks upon Success.

NEW YORK, August 12th, 18—.

REVEREND SIR,—Allow one of the humblest of the many claimants on your kindness, to return her sincere thanks for the kind interest which, she feels persuaded, has so materially conduced to her success. That, reverend sir, I may be found competent to, and active in the discharge of those duties to which I have been called, and that you may feel no reason to repent your interest in my welfare, is the sincere prayer of,

Your dutiful and grateful servant,

To the Rev. —.

LETTER XXXI.

For a Subscription to a Coal and Blanket Club.

SOUTH BROOKLYN, Dec. 15th, 18—.

MADAM,—In consequence of the severity of the season,

and the difficulty the lower orders find in obtaining employment, the Institution, of which we inclose a prospectus, has been set on foot by a number of influential persons in this neighborhood. Should you feel disposed to aid in this charitable design, the honor of your name to the appended list is most respectfully solicited, by

Madam,

Yours most respectfully,

To Mrs. ———.

LETTER XXXII.

For a Private Case.

YORKVILLE, Dec. 17th, 18—.

MADAM,—May I venture to solicit the aid of your interest and bounty on behalf of a most deserving case? The widow of ———, a ——— in the ——— service, is left by his death utterly destitute, and with a family of young children, which prevent her obtaining any employment in her present state of bereavement and sickness. A small sum is being raised, in the hope of establishing her in a small shop, and interest has been made to place two of her children in the infant-school.

Trusting you will excuse this intrusion on your notice, and that I may be honored with the addition of your name to the inclosed list of subscribers,

I remain,

Madam,

Your most humble and obedient servant,

To Mrs. ———.

LETTER XXXIII.

In Answer.

NEW YORK, Friday 4th, 18—.

Mrs. — is happy in being able to assist so well-recommended a case as the one mentioned in Mr. —'s letter, and will gladly place her name on the list for the sum of —. Should any further opportunity of rendering aid occur to her, she will gladly embrace it.

To the Rev. —.

LETTER XXXIV.

Negatively.

NEW YORK, Tuesday 3d, 18—.

Mrs. — begs to acknowledge Mr. —'s letter; but regrets that the claims upon her purse of late have been so frequent and so heavy, that she has nothing but good wishes to offer.

To —.

LETTER XXXV.

To procure the Admission of a Girl into a school.

BEDFORD, Dec. 13th, 18—.

MY DEAR SIR,—You are, I well know, possessed of considerable city influence, and the benevolence of your heart induces me to believe that that influence is ever willingly exerted in furthering a good purpose. Under this persuasion, I write to solicit your interest with the governors

of — Girls' School, to procure the admission of the daughter of a tried and faithful servant of mine, who is a most amiable and well-disposed child, and is, I am convinced, of the very disposition suited to the institution in question. Her age is —; her father is dead, and her mother has but little means of support, except such as are derived from my purse. If an admission into — School could be obtained for —, I should take care that her future, as well as present condition justified the preference.

Pray do the best in this matter, and you will truly oblige,

My dear Sir,

Your faithful servant,

To Mr. Alderman —. —.

LETTER XXXVI.

Requesting a Friend to execute a Commission.

POUGHKEEPSIE, July 16th, 18—.

MY DEAR —, — Will you kindly execute the following little commissions for me, as soon as you are at liberty to reach Swan and Edgar's (*here state ribbons, muslins, &c. as wanted*)? Will you also call at —'s, and inquire when Bulwer's new novel really will be out, as I am all anxiety to know. The weather down here is delightful; but I wish I had the pleasure of your company to render it more so. Pray write a line when you send the things, and let me know how town is getting on.

Ever yours,

To Miss —. —.

LETTER XXXVII.

About taking Lodgings.

NEW LONDON, August 16th, 18—.

DEAR MRS. —,—May I ask you a great favor, although I fear it may occasion you some trouble. We return to New York on the —th, and wish, if possible, to avoid the expense of living at an hotel, if we could meet with a couple of floors in a respectable, open situation near Union Square. Will you kindly undertake to look out for us? I know that you are a good deal about town, and if you could procure us anything at a rate at all reasonable, you will greatly oblige

Your sincere old friend,

To Mrs. ——. _____

LETTER XXXVIII.

Requesting the Loan of some Books during Sickness.

NEW YORK, June 4th, 18—.

DEAR —,—I am far from well; indeed, I have been confined to my sofa for some days past, and have enjoyed no amusement but such as my few books afforded me. I write to beg the loan of some of the "Waverly" novels, of which I know you possess a complete set. They shall be taken every possible care of, and returned as regularly as read. Pray look in for an hour now and then, and speak a few words of comfort to

Yours ever sincerely,

To Miss ——. _____

LETTER XXXIX.

The Answer.

THIRTY-FOURTH STREET, June 4th, 18—.

DEAR —,--How grieved I am to hear of your illness! I send you half a dozen volumes, which I hope will lighten the tediousness or your sofa-confinement, and will come and see you to-morrow morning. I should have done so ere now, but have been so variously engaged, that I have scarcely had a minute to myself.

Wishing sincerely to find you better,

I am,

Dear —,

Yours ever affectionately,

To Miss —.

LETTER XL.

For the Loan of a Servant.

TREMONT, Jan. 15th, 18—.

DEAR MADAM,—I find that my party of to-morrow night will be rather larger than was expected, and shall be at a loss for sufficient attendance, unless I can obtain the loan of one or two servants from my friends. Would you kindly permit your footman to stay and help my own servants; and if I can oblige you in a similar way on another occasion, you will be most welcome.

Believe me,

Dear Madam,

Ever faithfully yours,

To the Hon. Mrs. —.

LETTER XLI.

From a young Lady, in Answer to the Proposal of a Gentleman who had met her the previous Evening.

HEMPSTEAD, July 6th, 18—.

SIR,—Although it is the highest compliment that can be paid our sex, to receive offers calculated to ensure a lasting acquaintance, I must still complain of the precipitate character of your address to one who, till last night, was a total stranger to you. Without wishing to say anything harsh, I must confess that I do not feel any motive to entertain so hasty a proposal, and have felt bound to lay your letter before my parents, as I could not think of concealing from them any correspondence of such a description.

Trusting that you will see the matter in its proper light,

I remain,

Sir,

Yours respectfully,

To —, Esq. _____

LETTER XLII.

Another, more favorable.

HEMPSTEAD, Sept. 18th, 18—.

SIR,—Although your letter of this morning comes upon me in a strangely unexpected manner, I feel that your intimate friendship with my kind hostess, Mrs. —, perhaps excuses a precipitation which could scarcely be justified on ordinary grounds. At the same time, I cannot

think of giving a sanction to further attentions on your part, without consulting Mrs. — on the subject, and I have, therefore, placed your letter in her hands. I cannot deny that I feel some pleasure in having elicited sentiments from you, which appear to be founded in honorable good feeling, but must, for a time, beg of you to excuse me giving you any further sanction to your addresses.

I remain,

Sir,

Your sincere well-wisher and friend,

To —, Esq. _____.

LETTER XLIII.

On receiving a second Letter, after frequent Meetings.

HEMPSTEAD, Dec. 15th, 18—.

DEAR SIR,—It is impossible for me to deny that your assiduous, but delicate, attentions to me of late have confirmed a favorable impression I had formed, but which the suddenness of your address rendered it impossible I could avow. Your whole conduct has been that of a gentleman, and Mrs. —'s representations are so strongly in your favor, that I feel it would be false modesty in me to disclaim a feeling of strong regard for yourself. Let us not, however, be too hasty in our conclusions—let us not mistake momentary impulse for permanent impression; let us rather seek to know more of each other, to study each other's tempers, and to establish that sincere esteem which should, which must, be the foundation of every deeper feeling.

I have written to my father on the subject, and, as I

anticipated, he has laid me under no restraint, save of cautioning me not to be hasty in giving that promise, or accepting it from another, which may involve the happiness of a whole life. Meanwhile, Mrs. — begs that you will accept a general invitation to her tea-table, to which arrangement, I can assure you, no objection will be made by

Dear Sir,

Yours very truly,

To —, Esq. _____.

LETTER XLIV.

On more intimate Acquaintance.

HEMPSTEAD, May 1st, 18—.

DEAR —,— We shall all be very happy to see you here for a little evening festival to the children of the village. When I say *we*, it of course includes some one in whose heart you now hold a place, with whose fondest thoughts and prayers your name has been associated for some months past. I believe we are to perform charades, or something of that sort, and I have been occupied half the week in cutting old window curtains and sofa-covers into absurd costumes, supposed to be Oriental. I know you are very clever at that sort of nonsense, so I hope you will come and have a good laugh with and at

Your affectionate —,

To —. _____.

P. S. Come early. I have something to say to you. Besides you can do everything ; and we want you to assist in arranging the scenery—such as it is.

LETTER XLV.

To a Gentleman who had sent an absurdly romantic Letter.

CINCINNATI, April 25th, 18—.

SIR,—I do not know whether your epistle was intended in a jest, in which case its absurdity might have been excused on the grounds of its plagiarisms. But if you can really write *in earnest* to any woman whom you profess to esteem, I must express my humble opinion that such is not the proper course by which to excite a reciprocal feeling.

Regretting that you should have adopted a tone of writing, which neither modern usage, nor common sense at any time, could sanction,

I remain,

Sir,

Your obedient servant,*

To Mr. —.

LETTER XLVI.

A Negative, on the Grounds of a Pre-engagement.

CHICAGO, Jan. 15th, 18—.

SIR,—While confessing myself honored by the preference avowed for me by one whom I have every reason to respect as a gentleman, I feel that it would be dishonor-

* The editor of the present work believes that an answer like the above might often put to the blush the "gents" and "dandies" who fancy that extravagant hyperbole is the readiest way to a woman's heart.

able in me to keep you in any suspense, where the answer must be unfavorable.

For some time past, I have been engaged to a gentleman, from whom I have every reason to expect happiness and comfort. I must, therefore, hope that you will henceforth regard me only in the light of a friend; and, with the sincere wish that such a partner as you deserve may speedily fall to your lot,

Believe me,

Sir,

Your obliged and faithful friend,

To —, Esq.

—

LETTER XLVII.

A Negative, on the Grounds of Dislike.

HUDSON, April 15th, 18—.

Sir,—I confess that your letter much surprised me. Your conduct in a recent matter, in which my poor mother's interests were so intimately concerned, ought to have taught you that, whatever you may be in your own opinion, you will never possess any sympathy on the part of

To —.

—

LETTER XLVIII.

Another, on the Grounds of Levity.

HARTFORD, June 15th, 18—.

Sir,—It is to my sorrow that I confess that there was a time when your addresses would have both flattered and

pleased me. 'That time has long since passed. Why—you best know.

I could never consent to unite myself to a man who has marred the happiness of more than one young person, by his total forgetfulness of the proper duties of the stronger sex to the weaker. I have heard, unhappily, too much of your last year's conduct, to feel any compunction in at once declining any more intimate acquaintance.

Wishing, however, that you may be more true to yourself, and that the dangerous levity, which must eventually prove more fatal to your happiness than it has done hitherto, may be exchanged for a more manly, because more innocent, line of conduct,

Believe me,

Your sincere well-wisher,

To —, Esq.

LETTER XLIX.

Another, to an old Acquaintance, on the Grounds of Poverty.

ALBANY, October 5th, 18—.

DEAR —,—To say that I do not feel pleased and flattered at your proposal, would be to tell a useless untruth. I feel deeply, almost painfully, the conviction that your kind expressions are dictated by sincerity, and am the more grieved to be compelled to discourage them.

But how are we situated? What hope is there of happiness with our unsettled prospects, and worse than small means? Industry has doubtless never been, and never will be, wanting on your part; but the want of patronage and

capital will ever hold back the efforts of the most strenuous. For my own part, I can do little to make myself an incumbrance upon the efforts of one so young as yourself. No, my dear —, we must wait for better times, and not entail misery beyond calculation upon others, as well as ourselves, by a too hasty step.

Let us, therefore, continue, as before, friends; and if better times come, it will then be for us to talk about matrimony. Believe me, then, with every good and kindly wish,

Your faithful friend,

To —.

LETTER L.

On receiving a Birth-day Congratulation.

KINGSTON, July 5th, 18—.

MY DEAR —,—If anything could compensate for your absence from me yesterday, it is the charming, kind letter in which you poured out your thoughts so fervently. I have read, and read, and cried over it, till I begin to believe that there is even a degree of painfulness in feeling oneself beloved.

We had, in all other respects, a most delightful day. My friends here make so much of me, that I am afraid I shall be spoilt by over-indulgence. We were engaged in a pic-nic the whole of the afternoon, and came home heartily tired. This, however, did not prevent a great deal of music and singing in the evening, and it was — o'clock before we parted. I have little news to convey to you—indeed, our letters are so frequent, that they al-

most anticipate events. I trust that you are getting on well with your Oxford work, and that the next Commemoration* will see you a Bachelor of Arts instead of a sleeveless under-graduate.

My aunt, Mr. and Mrs. —, and all here unite in their kindest regards, and, with sincere gratitude for your constant tenderness and affection,

Believe me,

Your ever loving and faithful

To —, Esq.

LETTER LI.

Complaining of not receiving a Letter.

ST. LOUIS, May 2nd, 18—.

DEAR —,—No letter again! You are really growing intolerably negligent, and I shall begin to think that you are getting tired of me, and that some new attraction is in the field. Knowing how anxious I am respecting your health and welfare, I am sure you will give me the credit of not writing from idle jealousy, although I really feel grieved and anxious at your unusual neglect.

I have no news just at present—indeed, I am too much out of spirits to write at any great length. Pray hasten to remove all doubt from the mind of one whose thoughts, day and night, are upon you only.

Your affectionate

To —, Esq.

* The grand annual festival at the University.

LETTER LII.

A Lady on sending her Miniature to her Suitor.

Boston, July 11th, 18—.

DEAR SIR,—Accept my very best thanks for your kind inquiries regarding my health, which I am happy to say is as good as usual. My thoughts often recur to the happy hours which we have passed together—hours which I have thought have passed like minutes, so full were they of the pleasure which I ever feel in your company. While I feel that my personal pretensions are but humble, I believe that you will be pleased with the enclosed miniature, the view of which, in my absence, may call to your mind a remembrance of me. While I feel that the likeness is rather a flattering one, still, should it but serve to bring me to your remembrance, the skill of the artist will not have been exercised in vain. Pray accept it as a friendly memento from

My dear Sir,

Ever sincerely yours,

To —, Esq.

_____.

LETTER LIII.

On receiving a Miniature from her Suitor.

HANOVER PLACE, June 3rd, 18—.

MY DEAR —,—I never thought that any fresh proof of your attachment was needed, nevertheless, I have this day received another, and that one of the most acceptable I could have desired, viz. the portrait of him whom, of

all others, I am most desirous to keep in recollection. In contemplating this specimen of the artist's skill, I feel that it will ever recall you forcibly to my recollection, and in so doing, will be a constant source of delight to my mind, and will afford me some kind of solace during your absence. I need scarcely add that I accept your gift with unspeakable delight, although, at present, I have nothing better to send you in return than a fresh assurance of my most constant attachment, which, I trust, may prove as welcome to you as your treasured miniature has proved to me, and in this hope I remain,

My dear —,

Ever yours affectionately,

LETTER LIV.

From a young Lady in Answer to a Proposal for a private Meeting.

WOODLAWN, June 5th, 18—.

SIR,—I am altogether surprised at the proposal in your letter of —. Although our acquaintance has been of but short standing, I believe my conduct has never been such as to give you reason to suppose me capable of an act which, in my opinion, is equally incompatible with truth and female propriety. Known as you are to both my parents, I can see no object in your seeking a clandestine interview, and my feelings both for my own and their honor are such as would forbid my sanctioning any such conduct.

What I know of you, however, is so favorable, that I

am willing to believe that your intentions ought not to be harshly interpreted. Do not peril that good reputation by a conduct so unworthy yourself. If your intentions be really honorable, I am sure you will find no obstacles on the part of my parents, but I must utterly decline any correspondence of a clandestine character.

Yours very truly,

To —, Esq. _____.

LETTER LV.

Another more favorable.

ELIZABETHPORT, Jan. 31d, 18—.

DEAR —,—Although my own conscience tells me that anything like clandestine conduct should be avoided, still I feel that we are most unhappily placed, and that the undue opposition on the part of my aunt, in seeking to force upon me a man whom I dislike, excuses to some extent what I cannot justify. Would that we could both act uprightly, and cherish an honorable attachment (such as I feel yours to be) without restraint! A few months more, however, will see me mistress of my own fortune and liberty, and then there will be no farther need of concealment.

I shall be walking — at — o'clock, when we shall perhaps gain an opportunity of a few minutes' conversation.

Hoping sincerely that fairer prospects may yet arise for both of us, believe me,

Dear —,

Ever affectionately yours,

To—, _____.

LETTER LVI.

From a young Lady to her Mother.

NEWPORT, September 3rd, 18—.

MY DEAR MAMMA,—From what you know of Newport you will not be surprised to hear that I have enjoyed an incessant round of gaiety and pleasure, my health too, is completely recruited, and my friends are so kind, that I almost feel at home.

But I have another more serious matter to confess to you, at which I hope you will not feel angry. It seems almost ungrateful to think of loving any one but you, but, O Mamma, if you saw Henry —, you would forgive me, I am sure. He is so handsome, so gentle in his manners, and yet so sensible and accomplished! We met at the — Ball, and he scarcely quitted my side the whole evening. Mrs. — has so high an opinion of him, that she has repeatedly invited him to her house, until his visits have become of almost daily occurrence. He is most honorable and straight-forward, and only waits permission to write to you, in order to give you full particulars as to his condition and prospects.

Pray, dear Mamma, forgive me when I confess that my feelings are deeply enlisted in his favor, and that I feel as if much of my future happiness depended upon our union. I wish you were here to counsel and advise with me, for never before did I so much feel my own heart master of my reason.

I hope you will write directly, or come immediately to your affectionate, but anxious, child.

To Mrs. —.

LETTER LVII.

The Answer.

NEW YORK, September 7th, 18—.

MY DEAREST CHILD,—Make yourself perfectly easy as to my consent to anything that can promote your happiness. If Mr. — be what you represent, my fondest wishes that you might meet with a desirable partner in life will be realized. At the same time, do not be too hasty in giving an unqualified assent to his proposals, but take time to learn those minute shades of disposition and character which nothing but constant acquaintance can display.

I shall be at Newport on the —th, and shall not only be delighted to meet my dear child again, but to be introduced to the man whom she has thought so worthy of her affections.

Your ever loving mother,

To Miss —.

LETTER LVIII.

To the Gentleman.

NEWPORT, Sep. 5th, 18—.

MY DEAR SIR,—You will be delighted to hear that Mamma is every way favorable to our attachment. I say *our*—for I now feel under no restraint in confessing that my partiality for you is closely akin to a deeper feeling. Let us, however, (as she herself advises), seek to

know each other's temper and character more thoroughly ere we take too decided steps. Let us learn each other's little humors and wishes, that we may the better know wherein we have to make allowance for, and yield to, one another.

I trust we shall see my Mamma in a few days, when I am sure her favorable opinion of you will be more and more confirmed.

Believe me,

Dear Sir,

Very sincerely yours,

To —, Esq.

LETTER LIX.

A Widow, in Answer to Proposals.

KINGSTON, July 14th, 18—.

DEAR SIR,—I take the first opportunity of acknowledging the receipt of the flattering letter with which you have favored me. You wish to know whether I am willing to enter again into the marriage state, and in event of my being so, whether I should be adverse to admitting you in the quality of a suitor. I assure you, sir, I feel flattered by the latter question, and as to the former, I can only say, that I have no dislike to entering again into that state. But our acquaintance is at present imperfect, and we are comparatively strangers to each other's tastes and tempers. I need scarcely observe that an intimate knowledge of such matters is absolutely requisite, before we can decide whether we are fitted for enjoying together a partnership in life. Meanwhile, I have no objection to allowing such freedom of acquaintance as shall enable us

both to arrive at this knowledge, and can therefore only say, in conclusion, that the commencement of your addresses will meet with no obstacle from,

Dear Sir,

Yours most faithfully,

To —, Esq. _____

LETTER LX.

In the Negative.

KINGSTON, July 14th, 18—.

DEAR SIR,—I have just perused the flattering letter with which you have favored me. Of late, whilst enjoying the pleasure of your company I have not failed to observe that your behavior towards myself has been more than ordinarily attentive; and that on more than one occasion you have rendered yourself of essential service to my interests. Such conduct has not failed in attaining my favor and friendship, but has not had the effect of inspiring a deeper passion—a passion which I have totally renounced, whether on account of the advance of years (*as the case may be*), or of attachment to the memory of my late husband, it is immaterial for me to state. Had I allowed myself to suppose that the attentions to which I have just alluded were prompted by any other feeling but that of simple friendship, I should certainly have endeavored to repress them. Hence you may infer, that, while I decline the honor of your addresses, I still remain, with best wishes for your future welfare,

Dear Sir,

Your sincere friend,

To —, Esq. _____

LETTER LXI.

To an accepted Suitor.

YONKERS, April 12th, 18—.

MY DEAR —,—Your kind and affectionate letter gave us much pleasure, especially as you state that it is your intention to come down next Midsummer, and that you purpose settling here. I can assure you, we shall all be on the tiptoe of expectation for your arrival; what delights dear father and mother the most is, that you propose settling in the country, as in that case we shall not be deprived of seeing each other, and they will be partakers of our pleasures, which could not be, had you made up your mind to reside in New York.

I have received your pretty present, and will repay you for your kind remembrance of me, with a token more acceptable than money, when I see you; until then, my dearest —,—

I remain,

Yours, affectionately, ———.

To —,—, Esq.

LETTER LXII.

After a Misunderstanding.

April 2d, 18—.

DEAR —,—Your kind letter satisfies me, and I now regret that, in the anxiety of my affection for you, I should have given way to anything resembling a doubt. You allow that appearances were a little against you,

and that I had some reason for complaint. Let no more be said on the subject, but hasten to the company of
Your affectionate and faithful,

To —, Esq. _____

LETTER LXIII.

More serious.

July 23rd, 18—.

SIR,—The attempt you make to excuse your conduct is neither straightforward nor satisfactory. It is, in fact, only exculpating yourself by admitting a fault as great as the one of which I complain (*here state particulars*). Under these circumstances, whatever pain it may cause me, I must avow my determination never, under any consideration, to admit of your addresses, feeling persuaded that the consequences would not be favorable to the happiness of either.

I remain, Sir,

Your obedient servant,

To Mr. —. _____

LETTER LXIV.

Confessing a change of feeling.

NEW YORK, June 4th, 18—.

MY DEAR SIR,—I fear my avowal may give you some pain; but it is better to be sincere and open in matters where the happiness of another is concerned.

To speak plainly, then, I feel that my sentiments in re-

gard to yourself are no longer what they were. While my esteem for your character remains unshaken, I still cannot blind myself to the fact that I do not cherish that affection which a wife ought to feel for her husband, and without which the married life is one continual scene of torment and vexation. You will not, I am sure, give me credit for acting from mere fickleness—especially as I do not at present entertain a partiality for any other;—but you must pardon me when I express my firm belief that all correspondence between us had better cease, and that such letters as have passed between us should be returned at the first convenient opportunity.

Assuring you, that, as a friend I shall constantly remember you with esteem,

I remain,

My dear Sir,

Yours very faithfully,

To —, Esq.

LETTER LXV.

A female Servant to her Suitor.

WILLIAMSBURG, May, 1, 18—.

DEAR —,—I am very happy to receive your kind letter, and to hear that you are doing so well. My mistress is so satisfied with me that she has increased my wages, besides making me a handsome present of clothes. I am in hopes that, with care and economy, we may both of us save something, and not start into married life, as many do, without a farthing to help us.

As my mistress kindly permits me to go out on Sunday

afternoon, I shall hope to met you as usual at —, till when,

I remain,

Your affectionate

To. —.

LETTER LXVI.

Another.

HAMMOND STREET, Saturday, 12th, 18—.

DEAR —,—I received your kind letter of the —th, and am happy to hear that you are well in health, and giving satisfaction to your employer. I look forward with anxiety to the day when we shall be united forever, and when I shall enjoy the protection of an honest and persevering husband.

Continue to go on as you have done, and assure yourself of the constant affection of

To —.

LETTER LXVII.

Another, to a proposal of immediate Marriage.

WILLIAMSBURG, June 5th, 18—.

DEAR —,—I am, I can assure you, quite as anxious for our union as you can be, but I feel that prudence is necessary. We are both young, myself especially, and it is of no use for us to rush into a state of life which we have not the means of supporting. Should you be so fortu-

nate as to obtain the situation of which Mr. — has held out hopes, we shall be able to marry without fear, as I can always earn something (*state employment*), and hope to be as industrious as a wife ought to be. Do not think that it is any coldness that makes me object to our immediate happiness; it is only prudence that makes me wish to spare ourselves the risk of that poverty, which too often leads to dissipation and misery on both sides. We have seen so many sad examples, that I am sure you will take in good part these words from

Your faithful,

To —.

LETTER LXVIII.

To a young Journeyman, advising caution.

NEW YORK, September 13th, 18—.

DEAR —,—I had no idea you would have been so hasty as to have made a proposal to me within a few months after being out of your apprenticeship. I cannot give you a positive denial; but I think that prudence requires some little delay, to enable you to realize those means of comfort which you, as well as myself, I am sure, would feel the want of; and I believe they are more likely to be obtained by either of us while single. If your love be as true as you profess, it will spur you on to the attainment of them, and you will not regret a slight, but useful delay. I think, my dear —,—, your own good sense will make you think as I do on the subject; and that the better provision we make, before entering upon a mode of life, which, in all probability, may be produc-

tive of a variety of expenses, however frugally we may manage, will be the most likely way to ensure our lasting happiness, and the approbation of those around us. Trusting shortly to see you,

I remain, my dear —,
Yours most truly,

To —.

LETTER LXIX.

From a Lady's Maid to a young Tradesman.

PHILADELPHIA, August 12th, 18—.

DEAR Mr. —,—I feel very much pleased and flattered by the compliment you pay me in wishing me to become your wife. My mistress is so kind to me, that I felt bound to confess to her that I was favorably disposed to your addresses, and she is willing not only to consent to my receiving your addresses, but promises to befriend us to the extent of her power.

You are therefore at liberty to call at — sometimes, but we must take care not to trespass too much upon good nature. Perhaps — evening may suit you, as I shall then be disengaged; if so, write and tell me. Meanwhile, believe me,

Yours very truly,

To Mr. —.

LETTER LXX.

From a Servant, refusing Addresses.

BROOKLYN, April 4th, 18—.

JOHN,—I do not know what could have led you to be-

lieve that I had any partiality for you. Such is not the case. I wish you well, as I have no reason for wishing you otherwise, but I have no desire for any attentions from you of any kind.

Yours,

To John —.

_____.

LETTER LXXI.

Another.

GRAND STREET, April 1st, 18—.

THOMAS,—I have no wish to be married at present, and therefore must decline, with thanks, the compliment you wish to pay me. With hearty good-will, however, you may believe me,

Your well-wisher,

To —.

_____.

LETTER LXXII.

Another.

May 5th, 18—.

MR. CHARLES,—I have already told you that I do not approve of many of your habits, and that I would never marry a man on whose temper and character I could not firmly depend. Numerous instances of your conduct of late have proved to me that I am right in my opinion, and I am sorry, for your own sake, that you should again repeat your addresses.

I can only say, that I shall not feel bound to reply to any further letters on the subject, and remain,

Yours,

To Charles —.

_____.

LETTER LXXIII.

To a Sweetheart who is ordered on March.

RUTGERS STREET, June 12th, 18—.

DEAR —,—I cannot express my feelings as I reflect that you are so soon to be parted from me, and that I may possibly never behold you more. It is a sad thing to love sincerely one who is in so fearful a profession as war, but we must resign ourselves to God's will, and believe that all is for the best.

I should like to have once more bid you farewell, but your sudden orders render it impossible, so, wishing that God may watch over you in danger, I pray that you may once more return to

Your affectionate —,—, ———.

To —,—.

LETTER LXXIV.

To a Sailor.

NEW YORK, June 12th, 18—.

DEAR —,—I cannot tell you how I have cried over your last letter. How cruel a thing is war to tear us from one another just as we were hoping to be united forever. I wish you had any other trade than so roving a business as a sailor's life, for one never feels certain. I assure you I am in constant anxiety and trouble about you, and I almost wish we had never met rather than been forced to part with such a prospect of danger before us.

God bless you, dear —,—, and may you return safe to

Your faithful

To —,—.

———.

LETTER LXXV.

Another, on his Return.

NEW YORK, Sept. 15th, 18—.

DEAR —,—How delightful is the news of your return. It has taken such a load of sorrow off my mind, and inspired so much hope, that I feel perfectly happy. How I long to see you!

How happy must I also be to learn, that by your temperance and care, you have saved money enough to enable you to quit the dangerous life you have hitherto led, and settle in a safer and quieter business. Believe me, that, when we are once united, no pains shall be wanting on my side to render your life a happy one, and to make amends for the severe toils and dangers through which you have passed. Hoping to see you soon after you return from Liverpool,

I remain,

Your affectionate and faithful

To ——. _____.

LETTER LXXVI.

To a young Farmer.

YONKERS, August 5th, 18—.

DEAR —,—I cannot say I am displeased at your proposal, but I want to know you better before I make up my mind. Mother says that "they who ride fast never ride long," and I think we shall both do better if we try to know more about one another than we do at present.

Mother is willing for you to visit here, and I shall make no opposition, as I cannot say I dislike you.

Yours faithfully,

To ———.

LETTER LXXVII.

To an urgent Request to name the Day of Nuptials.

YONKERS, October 12th, 18—.

DEAR ———,—You are so very urgent that I suppose I *must* consent to the day you name, the —th of — next. I have settled with your two sisters to be my bridesmaids, and shall busy myself in making preparations. Meanwhile, I suppose we shall see you as usual every evening after work is over.

Your affectionate wife to come,

To ———.

LETTER LXXVIII.

To ask for a Bridesmaid.

DEAR ———,—I write to ask you whether you and your sister can get ready by the —th of next —, as you have kindly promised to act as my bridesmaids on the important occasion: — is so very impatient, that I cannot resist him any longer. I shall call and see you to-morrow, till then,

Believe me,

Your sister elect,

To Miss ———.

LETTER LXXIX.

The Answer.

YONKERS, October 12th, 18—.

DEAR —,—We are both delighted to hear that the happy day is fixed, and shall set to work directly to make ourselves as fine as possible, in our quiet humble way. Plain white, and a few artificial flowers (which we shall coax father to bring from —), will be all that we shall require, and *you* would look pretty in anything. So no more at present from,

Your affectionate sisters,

— and — —.

To Miss —.

LETTER LXXX.

*From a Young Lady, remonstrating with her future
Husband on his reckless Life.*

RICHMOND, Oct. 18th, 18—.

MY DEAR —,—It is with pain that I take up my pen to address words so different from those which I have hitherto been accustomed to address to you, but I feel that, between persons who are to share their whole lives in common, nothing but unqualified sincerity should exist, and I therefore venture at once to speak my whole mind on a subject of vital importance to us both.

I have observed of late a sad change in your habits, language, and associates. Since we were together at —, you appear to have assumed a taste for fast life, neither

natural to your own disposition, nor calculated to qualify you for domestic life. Remember, my dear —, that our outset in life will be but an humble one, and that economy and perseverance are our main resources if we hope to arrive at competency. The society of young men like — is highly prejudicial to you; they are possessed of more means than yourself, and though, perhaps, without the willful intention of so doing, are luring you into a taste for expense which will give you a disrelish for the tranquil simplicity of home. Believe me, dear —, that these remarks are made in no spirit of meddling censoriousness, but that they come truly and sincerely from one whose whole hopes of happiness are centered in your well-doing. Think how bitter must be my sorrow to find that a mere life of pleasure should estrange you from me and consider how vexed you would yourself be if I displayed that negligence of the future which must render all happiness an impossibility. Be yourself, my dear —, return to the sound and manly pursuits which have hitherto been your chief study, and abandon a class of society which can only unsettle your disposition, and destroy your whole prospects. I feel assured that your native goodness of heart, and the affection you have so often plighted to me, will make you take this remonstrance in good part, and that you will not think ill of one who advises you, not as being older and more experienced than yourself, but as loving you with a sincerity that alone could have prompted this address.

God bless you, dear —, and grant that we may both be able to amend our own faults, and bear with each other's.

Yours most affectionately,

To —.

LETTER LXXXI.

From a Young Lady to a Young Clergyman who has offered Marriage.

Boston, August 8th, 18—.

MY DEAR SIR,— I was, indeed, surprised and delighted by my visit to your charming little church last —, and was in every way impressed by the devout behaviour of the congregation, and the evident pervading influence of the clergyman among his parishioners.

I must own that the favorable impression thus formed of yourself has increased on our subsequent meetings at —, and that I have ever looked upon the life of a zealous clergyman as a guarantee of happiness to those around him. My friends here (to whom I have communicated the report of your flattering letter) plead strongly on your behalf; and I must candidly confess that I feel both honored and pleased by your preference. I cannot say more than that you will be a welcome visitor at —, and that I hope our further acquaintance will tend to strengthen, rather than diminish, our mutual good-will.

Believe me,

My dear Sir,

Yours very faithfully,

To the Rev. —.

LETTER LXXXII.

To a Clergyman in reference to a religious Difficulty.

BROOKLYN, April 8th, 18—.

REVEREND SIR,—In presuming to address you as a per-

fect stranger, I trust the importance of the question I am about to ask will plead my excuse. For a long time past I have had a strong desire to receive Holy Communion, but have been as constantly deterred from so doing by a consciousness of my unworthiness, and by a fear that my state of mind is not such as to render me a fit recipient. [*Here state the nature of the doubts entertained, the reasons for such doubts; also mention whether you have been confirmed or not.*]*

Under these circumstances, I venture to hope that you will kindly give me such advise as you may deem most suitable to my condition, and I will gladly wait upon you at any time you may be good enough to appoint. Meanwhile I beg to remain,

Reverend Sir,

Your most obedient and respectful servant and parishioner,

To the Rev. —.

LETTER LXXXIII.

From one married Lady in India to another in England.

BUNGARAPOORA, June 13th, 18—.

MY DEAR —,—After so many years' absence, I was, indeed, delighted to hear that yourself and your dear little ones were alive and well, and that your married life

* *Generally speaking*, such matters are discussed in a personal call upon the clergyman in the vestry after service, but there may be occasions in which such a course is inconvenient, or when the party may be deterred by diffidence. The letter here given will probably suggest the style which should then be adopted.

appeared to have realized every happiness you deserved. I assure you that I plagued Colonel — with questions till he was utterly incapable of saying anything more about you, and that the delightful idea of writing once more to my dear old friend and schoolfellow, is almost too much for me to believe it true.

My life, like your own, has been a nappy and prosperous one. *You* can pardon a mother's vanity, when I assure you that my children are all that I could wish. —, the eldest, is already established in a situation calculated to place him in an excellent position hereafter, while his conduct is such as to make him beloved both as a son and a brother. —, whom you recollect as a little thing in a white frock and blue sash, is engaged to the eldest son of Colonel —, who bids fair to make her an excellent husband, and who likewise possesses interest likely to insure him future success.

As for the younger ones, I assure you that they are as amiable children as (allowing for the inevitable whims and mischief natural to all of us) I could hope for. Baby (who is just fifteen months old) is universally voted a prodigy of talent, and is petted and spoilt by everybody. My dear husband, who is never happy except with his children around him, has so firm, and yet so kindly an influence over them, that we are able to treat them as friends, and waive the stern control which is unhappily required, and sometimes injudiciously practised in many families.

Now that we have once more resumed correspondence, I hope that our letters may be less like "angels' visits" than heretofore, and that I may hear all about you and yours. Should we return to dear England (as I pray we may be enabled to do ere long), we shall then be reunited

as in old days, and be able to compare notes as to all that has befallen both of us during our too-long separation.

With a prayer for every blessing on yourself, your husband, and dear children, believe me,

Dear —,

Your ever affectionate friend and companion,

To Mrs. —.

LETTER LXXXIV.

A letter of Condolence on the Death of a Husband.

CHICAGO, June 18th, 18—.

MY DEAR —,—If any consolation can be afforded under so heavy an affliction as you have just experienced, it must come from a higher power than mine. Your own strong sense of religion, and of our duty of resignation to a power that is beyond our control, and a will that is ever beneficently directed towards our good, must uphold you in this most bitter trial. I well know how painful the well-meant, but often mistaken, officiousness of friends *may* be on such occasions; or I should have hastened to your side, and sought to assuage the pangs of your overworn spirit.

It were a melancholy pleasure to dwell upon the virtues and accomplishments of your late beloved husband; but the subject is too painful for me, and, in the confidence that he is in the enjoyment of an everlasting happiness, such as, my dear —, even *you* could not have realized to him on earth, I hope that you will support your spirits both for your own and your children's sake, and look forward

to that brighter and happier world in which we shall go
to those who cannot return to us.

God comfort you,

Dear —.

Your affectionate and sorrowing friend,

To Mrs. —. —.

LETTER LXXXV.

The same, on a Child's Death.

NEW YORK, July 5th, 18—.

MY DEAR —,—If anything could have caused me especial pain, it was the news of your sad bereavement. How I remember your dear child! Affectionate, lively, and intelligent, ever displaying a thoughtfulness beyond his years, and holding forth hopes of happiness in after times which will scarcely bear reflection.

It has, indeed, been a heavy blow, and I scarcely know how to talk of consolation under so bitter an affliction. But think, my dear —, of One who "careth for all," who loves little children beyond others, and think of the bright and never-ending future life of that dear child, whose spirit has passed away but for a brief period, whose soul only waits in heaven to hail the mother from whom he has been parted.

I can say no more; human consolations are weak and poorly. May a higher power do that which I cannot!

Ever sincerely yours,

To Mrs. —. —.

LETTER LXXXVI.

The same, on a Reverse of Fortune.

STATEN ISLAND, Jan. 3rd, 18—.

DEAR —,—I am truly pained to hear of the melancholy change in your circumstances. I had hoped that your husband's position and connections would have prevented the possibility of his embarking in any scheme where there seemed room for uncertainty. But, unhappily, the speculative spirit of the age is too seductive to be easily withstood, and we are every day hearing of families being reduced to absolute poverty, more from mischance than wilful error.

But you must not only cheer up, but labor to cheer your husband likewise. Let him find that he possesses a wife who will not display her annoyance at the deprivation of many (perhaps unnecessary) luxuries of life, and whose determination to economise will make poverty seem less poor, and whose affection will insure him that comfort which the wealthiest position, without undivided affection, would wholly fail to realize.

Nor must you look at matters as hopeless. Although changed in your means, you have not lost in *character*. Your true friends look upon you with the same eyes as formerly, and for the shallow and insincere you ought not, cannot care. Besides, a favorable change must result from your husband's persevering and consistent efforts; and by the exercise of economy, and the patient submission to a few privations, you may ere long fully retrieve the position you have already adduced, and which legitimately belongs to you.

That success and happiness may soon spring out of the present unfavorable condition of things, is the hearty and earnest wish of,

Yours ever affectionately,

To Mrs. —.

LETTER LXXXVII.

To her Suitor, on being requested to name a Day for their Wedding.

CHARLESTON, June 8th, 18—.

MY DEAR —,—The affectionate letter which I have just received, is another convincing proof of your attachment. Upon perusing it, I find that you have imposed upon me a somewhat delicate duty, but one to which, you may conclude I feel no aversion. You wish me to name some day, convenient to myself and relatives, for the performance of our nuptial ceremony. You likewise appear anxious that that day, to which we have looked forward as the most propitious of our future life, may not be protracted to a distant period. As far as my own choice is concerned, you may rest assured that I shall not interpose the least delay; but as I have relatives and friends, by whose convenience I must, as you are aware, be in some measure, restrained, I will consult them without loss of time, and at the earliest opportunity you shall hear the decision to which we may come. From

My dear —,—

Yours ever affectionately,

To —,—, Esq.

LETTER LXXXVIII.

*In Answer to a Letter in which her Suitor intimates
his wish to break off further Correspondence.*

FIRE ISLAND BEACH, August 22nd, 18—

SIR,—I acknowledge the receipt of your last letter which now lies before me, and in which you convey the intimation that the position in which, for some time past, we have regarded each other must henceforth be abandoned. Until the receipt of this letter, I had regarded you in the light of my future husband; you were, therefore, as you have reason to know, so completely the possessor of my affections, that I looked with indifference upon every other suitor. The remembrance of you had never failed to enhance the pleasures of daily life, and you were in my thoughts at the very moment in which I received this most unkind and unexpected letter. But deem me not so devoid of proper pride as to wish you to revoke your determination, from which I will not attempt to dissuade you, whether it may have been made in cool deliberation, or in precipitate haste. Sir, I shall endeavor to banish you from my affections, as readily and completely as you appear to have banished me from yours; and all that I shall now require is, that you will return to me whatever letters you may have of mine, and which I may have written under a mistaken confidence in your attachment, and when you were accredited as the future husband-of,

Sir,

Yours, &c.,

To —, Esq.

_____.

LETTER LXXXIX.

A Lady to her Friend, informing her of her intended Marriage, and engaging her as a Bridesmaid.

SARATOGA, Sept. 18th, 18—.

MY DEAR —,—You have witnessed the attentions which have so long been paid to me by —,—, and are of course aware that he has addressed them to me in the quality of a suitor. I can assure you it has not been without the closest scrutiny, both on my part and that of my dear parents, into his moral character, temper, tastes, and habits, that I have come to the resolution of becoming his partner for life. His disposition is cheerful, I know him to be a man of the nicest honor; and I rejoice to say, as I have hitherto found, that we seldom fail to coincide in our opinions; which shows, at least, that we are actuated by such a unity of tastes as is calculated to give one every reasonable prospect of enjoying happiness in the married state. The day of our union has, at length, been decided; and the mention of this brings me to the chief purport of my letter, which is that of inviting you to become my bridesmaid. Allow me to promise myself this favor, which I am convinced you will not refuse after our long friendship. The —th of — has been fixed upon as the auspicious day, upon which, if you have no other more particular engagement, may I rely on seeing you? An early reply, as you are aware, will be requisite; and trusting that it may be in compliance with my earnest wish,

I remain,

My dear —,—,

Your affectionate friend,

To Miss —,—.

LETTER XC.

The Answer, affirmatively, and with congratulations to her Friend on her intended Marriage.

NEW YORK, Sept. 20th, 18—.

MY DEAR —,—No one, I believe, can be more desirous to hear of your welfare and your prosperous settlement in the marriage state, than myself. I have long been sensible of your worth, your goodness of heart, your rectitude of principle, and your warmth of friendship. Envidable among men will be the lot of him who is destined to become your partner for life; and fortunate, indeed, was Mr. — in that introduction which first presented you to his notice. As for Mr. —, I need scarcely observe that I approve of your choice, in which you have shown a discrimination that does credit to your taste, and to that good sense which has been the guide of your past life. Your friendly letter, in which you announce your intended marriage, now lies before me, and I must say, that I feel highly favored in your preference of me to become one of your bridesmaids. You could scarcely have preferred any request with which I would more gladly comply. Expect, therefore, to see me without fail on — the —th,—a period to which I shall look forward with some impatience, as the day on which the happiness of a dear and valued friend will, I hope, be consummated. Adieu till then, and believe me to be,

My dear —,

Your, most sincerely and affectionately,

To Miss —.

_____.

LETTER XCI.

A Lady absent on a Visit, to her Husband.

BRIDGEPORT, July 22nd, 18—.

MY DEAR —,—In imagining what your thoughts and feelings are likely to be during my absence, I have only to call to recollection what my own have been on like occasions, when you, dear —, have been absent from home. How has my remembrance of you been then interwoven with each minute of my existence? and how have I counted the hours, till that had arrived which brought me intelligence of your welfare! So justly do I appreciate your attachment, that I feel convinced this feeling must be mutual, and I picture to myself the smile of delight with which you will receive my present letter; I know you will experience real satisfaction in hearing that I still enjoy my health, and, in fact, was never better; and that the hospitality and kindly attentions of —, so far from diminishing, seem rather to increase. They make it, indeed, their study to surround me with comforts, and are constantly devising some fresh plans which they think may conduce to my amusement. Be assured, therefore, my dear —, that, with the exception of missing your cheering company, and that of our dear children, I am as happy and lively as you, the fondest of all my well-wishers, could desire me to be.

Having said this much of myself, let me now observe that I am most anxious to receive a letter from you; for I long to hear how you and the children still continue in regard to health, and what fresh occurrences have taken place since you wrote last. At present I have no reason for supposing that my absence from home will be pro-

longed beyond the —th, on which day I hope again to be with you. Give my kindest love to the children, and

Believe me,

My dear —,

Your ever affectionate wife,

To —, Esq. _____

LETTER XCII.

From the same to her Daughter, whom she has deputed to act as Housekeeper.

BRIDGEPORT, July 22nd, 18—.

MY DEAR —,—As the duty of managing our small establishment has devolved upon you during my absence, I am anxious to have some account of your proceedings at home, and should be happy to give you any further instructions in case you have met with any difficulty, or find yourself at a loss how to act. You will have learnt from the letter which I have sent to your father, that I still continue to enjoy my health; and considering that I am separated from my own family, my time passes as pleasantly as I could reasonably desire, my hospitable entertainers, Mr. and Mrs. —, being constantly attentive to promote my comfort and amusement. We have had several most agreeable parties, and I have been favored with many introductions, and have formed acquaintances of a desirable nature. I have been very much delighted with some excursions which we have made in the neighborhood; amongst the rest, to (*mentioning the places*). These short trips have much benefited my health, as well as increased my knowledge of the

country. Yet, amidst all my enjoyments, my thoughts continually recur towards home, and to that affectionate circle which has endeared it to me. I shall endeavor to return by the —th; and in the mean time let me repeat that I am anxious to receive a full account of your domestic proceedings. Write, therefore, at your earliest opportunity, with such particulars as you think likely to interest,

Your absent, but
Ever affectionate mother,

LETTER XCIII.

The Answer.

NEW YORK, July 24th, 18—.

MY DEAR MAMMA,—I was delighted to hear from you, especially as you write in such excellent spirits, and in such evident enjoyment of your excursion. Everything was left in such capital order when you went out of town, that I have had little difficulty in our domestic matters, and papa says that I am getting quite a little woman of business.

At this season of the year, very few of our friends are in town, and we have not, therefore, had many visitors. Mrs. — called the other evening, and made many kind inquiries after all of us, and Mr. — spent the evening with papa last —.

We were rather anxious about Emily last week; she was so languid and feverish, that papa went off for Dr. — at once. I sat up with her the greater part of the

night, and scarcely left her room till she recovered. She was as patient and amiable as ever; but often wondered a little about mamma. However, as there was no danger (so Dr. — assured us), we would not think of alarming you, and spoiling the pleasure of your visit by news that we knew would have caused you severe anxiety. Like all of us, dear Emily sends her hearty love to you, and desires me to tell you, that she never was better or more happy than at present.

Our life is passed much as usual. Miss —, our governess, is as kind to the younger children as you could possibly desire, and proves a most agreeable companion and helpmate to myself in the performance of our little domestic duties. Papa and I go out a great deal; and he seems to find me a substitute, though a very poor one, for your society.

Sincerely hoping that, when you return, you will be pleased with all that has been done during your absence,

I remain,

My dear Mamma,

Your ever affectionate daughter,

To Mrs. —.

_____.

LETTER XCIV.

A Lady to her Friend in Town, inviting her to spend a Month in the Country.

CEDAR GROVE, June 14th, 18—.

MY DEAR FRIEND,—I need scarcely tell you that I always feel the greatest pleasure in your society, and am selfish enough, on the present occasion, to covet it for a

month, or for a longer period, should it suit your convenience. If, therefore, you are not so wedded to the attractions of a New York life, as to be loth to leave them for a short time, I think you would gather some amusement, and also, perhaps, improve your health by a sojourn in the country. Will you then do us the favor of making our rural retreat your temporary abode, assuring yourself that your presence will enliven our family circle, and be a real source of enjoyment to,

Your sincere friend,

To Mrs. ———.

LETTER XCV.

Answer to the same, affirmatively.

NEW YORK, June 16th, 18—.

MY DEAR ———,—I have just received your kind letter, inviting me to spend a short time at your pleasant house. Though I live so much in New York, I can assure you that there are few who feel more delighted with the country than myself, and I could be well contented to make it my residence during a certain part of every year, and should certainly do so, did the pursuits of Mr. ——— allow us to live out of town. However, my domestic duties are not at present of so pressing a nature as to force me to decline your friendly invitation, and Mr. ———, so far from offering any obstacle to my absence from home for a short time, has urged me to send you an affirmative answer, and as he thinks that, in addition to the enjoyment which I cannot fail to experience in the society of yourself and family, I shall benefit my health by a change

of air and scene. I therefore accept your kind invitation most cheerfully, I may add, gratefully; and am,

My dear —,

Your ever sincere and affectionate friend,

To Mrs. —.

LETTER XCVI.

Answer to the same, negatively.

NEW YORK, June 16th, 18—.

MY DEAR —,—I have just received your kind letter, inviting me to spend a short time at your delightful residence. Fond as I may be of a life in town, I can assure you I am far more partial to one in the country, and no enjoyment that I can think of would yield me, at present, a greater delight than to fly from the confinement of the crowded streets to the free range of the open fields, and to exchange our smoky atmosphere for the clear and invigorating air of the country. But the pursuits of Mr. — are of a most busy nature, particularly at present, and impose upon me so many duties, that I cannot indulge in a trip from home, even for a day, without inconvenience to my whole family. From what I have said, you will therefore understand that I am very loth to refuse your invitation, but am compelled to do so; and declining it, as I must, with the truest reluctance, allow me to return you my best thanks for your kind offer, and believe me to remain,

My dear —,

Yours most sincerely,

To Mrs. —.

LETTER XCVII.

Announcing to a Lady the Death of her Sister.

PHILADELPHIA, May 18th, 18—.

MY DEAR MADAM,—You have long been aware of the painful and serious illness under which your dear sister has been suffering; but, perhaps, you have not been fully sensible of its dangerous tendency, and of the fears always entertained by those around her, that its termination would be fatal. Would that our fears had been without foundation; but I am reluctantly compelled to tell you that our worst anticipations have been too mournfully realised, your poor sister having expired (*last evening*), though, it is consolatory to state, with little bodily suffering. She had borne her affliction with the fortitude of a Christian, and retained her faculties to her last moments, yielding her breath in full peace of mind, and convinced that she was leaving this earthly state for a better and a happier in another world. Your dear mother is in such a state of prostration, that she finds the task of writing to you too painful for her feelings, and has expressed her wish that I, the intimate friend of your late sister, should be the communicant of the sad intelligence. She desires me to say how much your presence would help to console, not only herself, but also your father, and the whole of the family. They hope, therefore, to see you by the earliest opportunity, and request me to send you their best love.

Accept, dear madam, my sincerest condolence under this sad bereavement and affliction, and

Believe me to remain,

Ever yours, sincerely,

To Mrs. —.

_____.

LETTER XCVIII.

Excusing putting off an invitation on account of a recent Bereavement.

TRENTON, June 5th, 18—.

MY DEAR —,—I grieve to tell you that a most serious and painful domestic calamity prevents the possibility of my availing myself of your kind invitation, as I had intended. When I tell you that my dear — is no more, you will at once sympathise with me, and feel the impossibility of anything like mixing in society.

Believe me, amidst my own griefs,

Your ever sincere friend,

To —.

LETTER XCIX.

The same, on grounds of Indisposition.

May 14th, 18—.

MY DEAR —,—Will you kindly accept an apology for my not being present at your party last evening? Throughout the whole day I had felt unwell, but had still determined to join you, but, as evening approached, I felt so much worse, that I saw at once that nothing but quiet was suited to my condition, and that excitement and late hours would only make me worse. I trust you will, therefore, excuse me, and, if you should have an hour to spare, and come and chat quietly with me, it will be a great comfort to,

Yours ever faithfully,

To Mr. —.

LETTER C.

The same, for another reason.

TRENTON, April 4th, 18—.

DEAR —,—I am really ashamed at having missed your delightful party of last evening, but I trust you will excuse my absence when you learn the cause.

While we were seated at dinner, who should come in but my husband's dearest and best old friend, Captain Brown, of whom you have heard us speak so often, and to whom in early life we were so much indebted. He has but just returned from India, and after three years' absence, I could not find it in my heart to leave the kind old man. He looks remarkably hale and vigorous, though age begins to show itself in his whitening hair and uncertain step, but his spirits are as hearty as ever. He would, I believe, make all the children ill with sweetmeats, if I did not put in a little maternal interference, and he has brought them toys enough to stock a whole shop.

I know, my dear —,—, that your kindness of heart will readily admit the validity of this excuse, and, in the hope that yourself and your husband will join us in welcoming our old friend back to America,

I remain,

Ever sincerely yours,

To —,—.

LETTERS ON LITERARY MATTERS.*

LETTER CI.

Respecting a Dedication.

BOSTON, June 5th.

SIR (or DEAR SIR or MADAM),—Being about to publish a work entitled —, I venture to hope that you will permit me to inscribe it to yourself. The interest you have manifested in the subject, and the similarity which I have reason to believe exists in our opinions thereupon, lead me to think that there is no person to whom I could more justly offer this slight tribute of friendship and respect.

I remain,

Sir (or Dear Sir, &c.),

Yours most faithfully,

To —.

LETTER CII.

Soliciting Advice respecting a MS.

COLUMBIA STREET, May 15th.

MY DEAR SIR,—The frequent meetings we have had at the house of our mutual friend —, lead me to hope that you will excuse my trespassing upon your time—already so fully occupied—and lend me a little assistance in a

* These letters, being grounded on actual correspondence of the Editor's, may be taken as fair models.

matter of some importance to myself. I have, as you are aware, long since been engaged in a work (*state the character and subject*) of some length, and have now completed the manuscript. But I am new to authorship, never having published anything beyond a few slight contributions to magazines, and I almost dread the responsibility which must necessarily attach to a larger work. Moreover, I am unacquainted with the system of publishing, and should feel most grateful if you would afford me some information as to the course most likely to lead to a fair arrangement as to the production of the work.

Again apologising for thus intruding on your valuable time, but feeling fully assured that if the power be yours, the will is not wanting,

I remain,

My dear Sir,

Very faithfully yours,

To —, Esq.

_____.

LETTER CIII.

To a Publishing Firm.

CAMBRIDGE, July 17th, 18—.

GENTLEMEN,—I have for some time been preparing a diary of my travels in —, and have now put it into a form which will, I believe, be found suitable for publication. The MS. has been carefully read by —, —, —, and one or two of the letters enclosed will, I think, satisfy you as to my experience of the subject.

I am anxious, for various reasons, that the work should appear with as little delay as possible. Having been,

however, fully convinced of the fallacy of the half-profit system (except in works bearing the impress of already great names), I should prefer making a definite arrangement for the sale of the copyright, leaving any question of further remuneration to your own consideration.

The favor of the earliest convenient reply will greatly oblige,

Gentlemen,

Your obedient servant,

To Messrs. ———.

—————.

—————

LETTER CIV.

Another.

Boston, Dec. 17th, 18—.

GENTLEMEN,—The enclosed MS. is the result of a long study of the habits and customs of the people to whom it refers. My experience as a constant resident amongst the ———, gave me constant opportunities of observation, and have enabled me to supply many deficiencies which exist in all the works on the subject with which I am acquainted.

From the general character of your publications, I am led to believe that the present volume would suit you. It would require illustration, and I possess some valuable sketches which would be of great use to the artist. As to terms, I think it will be preferable for you to consider the probable expense of publication, and then make an offer, but I think the sum of \$—— will not be immoder-

ate, especially if the present popularity of the subject be taken into consideration.

Awaiting the favor of your reply,

I am, Gentlemen,

Your obedient servant,

To Messrs. —.

_____.

LETTER CV.

Soliciting a Review.

NEW YORK, June 4th, 18—.

To the Editor of the —,

Mrs. — presents her best compliments to the Editor of —, and will feel obliged by his acceptance of the enclosed volume, and of a notice in the —, should he deem it worthy of attention.

To the Editor of —.

LETTER CVI.

More familiar.

NEW YORK, June 15th, 18—.

MY DEAR SIR,— I believe you possess some interest with the — (*name the journal or journals*), and, from your many acts of kindness towards myself, I am led to think that you would not be unwilling to oblige me in a matter of some importance.

My work on — is just out, but, as a comparatively unknown authoress, I have little chance of achieving great success, and every kind word said in its behalf, be-

comes of serious importance. Would you condescend to exert your valuable interest in my favor? I feel assured that a notice in — would be of the utmost benefit to the sale and progress of the book, and if you should kindly aid me in obtaining such assistance, I shall ever remain,

Yours most gratefully and sincerely,
To —, Esq. _____.

LETTER CVII.

To a Young Lady desirous of Publishing.

NEW HAVEN, Oct. 7th, 18—.

MY DEAR —,—I am the last person in the world to dream of discouraging the efforts of young persons, especially when their whole conduct displays uniform amiability of disposition and soundness of character. But I cannot conceal what I believe to be the real truth, viz. that you are too young to have thought upon, or seen enough of human nature, to venture to express yourself in print. Remember, my dear —, that even a mere letter, once written, is irrevocable. How much greater, then, the mischief of committing oneself to print? In the one case, one person only may be offended, in the other, thousands. Do not let the precociousness of some few American and English authoresses deceive you. Among the former, the instances are but rare; among the latter, there is little which an American lady should imitate.

You have, it is true, received an excellent education; and your natural aptitude has made that education pro-

fitable to you in the fullest extent. But do not think that your juvenile years are fit for the difficult task of novel-writing. As an old authoress, I look back with regret to many crude publications of my early days, and feel happy in their oblivion. Do not think me unkind or querulous in my views. I believe that, where there is genius, genius will find opportunities of fair development; but you must not mistake a mere partiality for a pursuit for the talent which alone is calculated to insure success. Do not "rush into print." Deepen your present thoughts by continued experience; mark every transaction — every thought of your own life, and think cautiously and impartially upon the deeds and dealings of those around you; such, my dear —, are the only studies which can ever make you fit for the responsible and difficult duties of an authoress.

Above all, beware of writing *from memory*. There are too many writers who discourse profusely upon things they have never seen, society they have never moved in. This is of little consequence where mere facts are concerned, as what is once well ascertained and known, is common property; but in novel-writing it is far otherwise. The great charm of Mrs. Southworth's works is their wondrous truthfulness and probability; fiction to be successful should bear the closest impress of truth; character should never be exaggerated, absurdity should not be increased under the mistaken belief that wit is displayed through its means; every feature of a story should be modelled on the original in common life, and the inculcation of a principle should be consistent with what men and women think and do, not with some fairy-land notions of the authoress.

My dear —, I have no doubt that, if you mature your conceptions, and, meanwhile, pay attention to the minute matters of style which are so unhappily, and yet so often,

neglected, I shall one day hail you as a younger sister in authorcraft. But it is because I wish sincerely and affectionately for your welfare, that I would have you begin your career, not with precocious crudities, but with well-ripened and womanly efforts, the result of reflection and patience, as well as of genius.

Come to me on —, and bring some of your MS. with you. You will find a sincere, but, I trust, not unkind friend, in

My dear —,

Yours ever sincerely,

To Miss —.

_____.

LETTER CVIII.

To a young Lady desirous of Improvement.

BOSTON, May 5th, 18—.

MY DEAR —,—Nothing gives me more pleasure than to be able to afford the benefit of such experience as I have had to those whose youth renders education a matter of paramount importance. You are kind enough, in your last letter, to express a belief that I have the power to render you such help, and, pursuant to your wish, I write a few remarks which seem suited to the extended scale on which you purpose to pursue your studies.

In the first place, you cannot do better than make reading the basis of your whole course of study. But you must seek those works which are calculated to expand and elevate the thoughts, not to depress the intellectual faculties, and cause you to degenerate into a mere reader of fiction. Not that I would discourage novel reading as a whole, but I would cautiously advise you to read no work

of fiction unless the name of the author guarantees its literary and its moral excellence. For example, the works of Scott, Dickens, or Thackeray, and the latter works of Bulwer—although varying in the principles they inculcate, never lead us to refine upon human deficiencies, or to mistake sentimentalism for feeling.

As regards the study of foreign languages, your visit to Europe will be of material benefit.* Although a sound grammatical knowledge may be obtained at home, still the easy colloquial style can only be learnt by speaking with, and listening to those to whom the language is a native one. This you will expressly find in the case of the German language, where the variation of dialects in different provinces exposes you to the chance of making many serious mistakes,—mistakes only to be avoided by constant intermingling with good society. As regards French, I should even advise you to defer attempting to speak it, till you reach Paris. A good accent, once attained, is not likely to desert you, but the bad habits acquired by speaking it at home are most difficult, nay, almost impossible, to amend.

But while earnestly recommending you to become a good practical linguist, and to gain a sound knowledge of the best works in your own language, I would by no means urge you to neglect the lighter and more graceful accomplishments of life. Music (for which you evince considerable taste) is the most charming gift that a young woman can possess. It is unselfish, inasmuch as it contributes so largely to the entertainment of others; it is a social tie in every family, and few studies can do more to promote a happy and united feeling between brothers and sisters, or husband and wife. But in this most delightful of pursuits there is as much caution required as in select-

ing a fit course of reading. While I would never recommend mere quadrille or waltz-playing as the end of music, still I would remind you that, socially speaking, it is better to be able to do either, or even to give a tasteful accompaniment to a simple ballad, than to play the most elaborate sonata of Beethoven's—especially before an unclassical audience.

But above all, my dear —, never let either the accomplishments or the society of the world separate your thoughts from that religion which is the sublimest of all studies, and which should guide and influence your whole existence. God bless you, and believe me,

With every affectionate wish for your progress and success,

Ever sincerely yours,

To Miss —.

LETTER CIX.

The Answer.

NEUWIED, May 11th, 18—.

MY DEAR —,—I must commence my letter by thanking you most sincerely for your kind promptitude in replying to my last, no less than for the excellent advice you have so liberally bestowed upon me. A love for receiving and despatching letters is certainly one of my most prominent characteristics; this feeling always gains additional strength from the consciousness that the sea is rolling between myself and those whom I most cherish and rev-

erence on earth,—and foremost among these I have every reason to reckon you, dear —.

I shall take care to follow your counsel with respect to the choice of authors, for the employment of my leisure hours. I am at present reading Thackeray's "Newcomes," and anxiously anticipate the appearance of every new number. I have almost got to the end of Macaulay's "History," and intend following it up by his "Essays." There is some satisfaction to be derived from the perusal of such works as these, on closing which you have gained something beyond the mere amusement of idle hours.

I am much pleased with our school, though at first many of the arrangements appeared strange and uncomfortable. Fancy sleeping in a small wooden bed without curtains, with a feather bed instead of blankets to cover you, rising in the morning at six, and retiring to rest at eight in the evening. Yet such is the practice here, even among the elder pupils. On the other hand, there is a total absence of that irksome and degrading *espionage*, which was so completely the order of the day at Trenton. Each girl is believed on her bare assertion of a fact, and every indulgence is allowed us on our request, in simple good faith. Perfect confidence between governesses and pupils is thus engendered, and no girl would be guilty of abusing in any way such trusting kindness. At Mrs. —'s, on the contrary, she who could successfully hoodwink one of the authorities, was rather looked up to by her fellow pupils.

They tell me that I am much improved in my knowledge of German. It is astonishing how the constant habit of hearing a language spoken by all around, familiarises a novice with its various idioms and peculiarities. I can now join with tolerable fluency in

conversations which, but two months since, were sealed mysteries to me. I shall take care to follow your advice with regard to French, the more so, inasmuch as even my uninitiated ear is offended by the harsh manner in which every one here pronounces it. In music I find I have still much to learn; all my companions play and sing better than I, and moreover seem to have a true appreciation of the great masters. However, I must try what perseverance will effect.

In conclusion, dear —, I must beg you not to forget the poor exile, but at the earliest opportunity to resume your pen, and thus afford her one of the greatest delights which can enliven the solitary hours of one who finds a sojourn in a strange land, even among the kindest of people, but a poor exchange after all for the blessings of home.

With much love to all my friends,

Believe me, dear —,

Yours gratefully,

To Mrs. —.

_____.

LETTER CX.

From a Niece to her Aunt, requesting pecuniary assistance to aid her Father, in temporary embarrassment.

WASHINGTON STREET, BOSTON, Mass., }
January 11th, 18—. }

MY DEAR AUNT,—Strange as the request I make in this letter may appear, it is nevertheless one I feel in duty bound to make on behalf of the most indulgent of pa-

rents, and well knowing your sympathy and generosity for our family, I am persuaded my appeal will meet with that response necessary in so pressing a case.

Lately my father has appeared a thoroughly altered being; his usual buoyancy of spirit has forsaken him; when he returns from business he is fretful, morose and apparently harsh in his manner. So great a contrast to his former joyous, cheerful and kind bearing towards us all, is truly alarming, and we naturally concluded that there was some secret trouble oppressing him. My mother, whose duty it is to rally, console, and awaken him to his real state, does nothing but complain and upbraid him, for his apparent neglect. Upon me, therefore, as the eldest daughter, devolves the now painful, but, eventually pleasing duty, through your aid, to restore that peace and happiness which it was our wont to enjoy.

Determined to find the cause of my father's changed conduct, I went with him to business to-day, and after much entreaty, gained such information as to conclude that monetary matters were the source of the evil affecting him.

You fully understand my father's temperament; rather than seek aid, though well knowing he could easily obtain it, he shrinks from the task, especially from considering his present aspect of affairs, to be due to an improper use of his means. I do not hesitate to be thus candid with you, or to be ashamed of my father; well knowing that sincere affection for us, always evinced by you, and assured that any facts I may state, will be held sacred to yourself.

I come therefore to the point; will you lend me \$1,000, for which I shall give you my note of hand? I will then, unknown to my father, liquidate his debts, and when he

returns home from business, lay before him, on his plate at the tea-table, in a sealed envelope, receipts for the amounts due by him, and then, dear Aunt, you can imagine what a boon you have conferred on us all, and with what cheer our evening meal will be partaken.

This is a matter, entirely between you and I, none of the family are cognizant of it, and as such I should like it to remain.

Anxiously awaiting a reply, which I feel confident will be satisfactory,

Believe me,

Dear Aunt,

Your affectionate Niece,

M. I.

LETTER CXI.

Reply to the former.

FIFTH AVENUE, NEW YORK, }
January 12th, 18—. }

MY DEAR NIECE,—I highly applaud your noble conduct, and the course you have taken to attain your ends; you do not miscalculate my sympathy, or generosity of your family. I deeply condole with you, and am only too happy to be able to render assistance to so dear a brother as your father, through so faithful a daughter.

I herewith enclose a cheque for the amount required, which, if not sufficient, my purse is at your service.

You need, not reply to this, as I intend spending a few days with you next week,

Your

Ever affectionate Aunt,

E. S.

LETTER CXII.

From one sister to another, who had left home, in consequence of their Father's second marriage.

MY DEAREST SISTER,—The discovery of your whereabouts, has greatly lightened the load of grief, under which we were all suffering, in consequence of your prolonged absence from home. The cause, if rightly judged, is father's marriage. I do not wish to upbraid you, with the course of conduct taken, feeling certain your conscience will punish you sufficiently, for so unfilial an act, and one too, so directly opposed to your own spontaneous feelings and usual amiability.

Words cannot describe the anguish we have all suffered, mother, and all, for so she is worthy to be styled,—father's present wife, a better than whom could not easily be found, to fill the vacancy in our domestic circle. It was most unkind of you to take your departure, leaving no clue behind, not even a line for me your dearest sister, but we all forgive you, and will welcome your return, as the father did the "Prodigal Son."

We have ascertained how your pure mind was invidiously poisoned by the machinations of our late house-keeper, who was led to confess that she had prejudiced your pure mind against my father's choice; a position as she said "she would either gain, or destroy the family peace."

How well she has attained the object is, alas, too plainly demonstrated.

Now, dear sister, it is for you to heal the wound and bind up the broken spirit, and joyfully I hope and trust you will do so, by immediately returning to the parental roof,

where all is forgiven, and open arms ready to receive and caress you.

Ever your affectionate sister,

MARY.

LETTER CXIII.

Reply to the above.

MY OWN DEAR SISTER,—I was deeply suffering for my transgressions, but however great such suffering was, it is not commensurate to my deserts. I have no palliation to make, no excuse for my past conduct. I became infatuated with the cruel devices of a designing woman, insidious venom had steeled my heart against one of whom you speak in such terms, when as yet, almost an entire stranger to me.

Had I only confided in you, all would have been well, but enthralled as I was by the schemes of that wicked woman, who lost no opportunity of instilling into my mind, fictitious notions of the evils accruing from my father's second alliance, that I spurned the thought of making a confidant which has led to such dire distress.

You assure me of forgiveness; God knows I need it, but how can I meet a father I have so greatly mistrusted, in the matter of his choice; and how meet her I have ungenerously wronged and misjudged.

I can write no more, my nervous system is altogether unstrung. I will return to-morrow, meet me at the station.

Your penitent sister,

JULIA.

LETTER CXIV.

From a mother to her daughter, who has left home for domestic service in a large city.

MIDDLETOWN, Orange County, N. Y., }
January 15th, 18—. }

MY DEAR DAUGHTER,—The time has now arrived when you must henceforth depend upon your own energies and moral strength to battle successfully with the world.

From the quiet, unsophisticated and comparative innocence of country life, you are now launched into the midst of the bustle, cunning and consequent evils to be found in all large cities. This is a critical period of life, and will require all your fortitude, sustained by the early lessons so carefully inculcated into your yet uncontaminated mind, to firmly withstand.

In the new sphere you have chosen, beware of the associations formed; you will come in contact with those who, from having lived perhaps all their lives in the city, have acquired its habits of gaiety and become acquainted with the fascinating influences so detrimental to those uninitiated in the wiles and schemes practiced to take advantage of the young, unprotected and unsuspecting female.

So, dear child, look well to the companions you choose. You are old enough to know right from wrong; you can discern whether the society in which you mingle will tend to good or evil. The question "Will mother approve of this?" answered according to conscience, may guide and protect you from besetting snares.

In conclusion, faithfully discharge the duties devolving upon you; let not the persuasions of others influence you

in departing from such a course of conduct as it has been my fervent wish and prayer for you to follow, it having been my sole endeavor to train your mind to a course of rectitude of conduct and integrity of purpose.

Your ever affectionate mother,

S. G.

To —.

LETTER CXV.

Answer to the above.

FIFTH AVENUE, NEW YORK, }
January 17, 18—. }

MY DEAR MOTHER,—Your kind letter has been most welcome. I find the change from country to city life not such as I anticipated. I feel altogether out of my element, and almost wish I had never left home, but knowing your small income will barely support yourself, and from the high wages I obtain it is my intention to render such aid as will tend to promote your comfort in advancing years.

I trust the early lessons implanted in my mind by such a good mother may support and enable me, through divine assistance, to withstand those varied temptations with which I may be assailed. I shall endeavor to follow the course laid down in your letter, and often read it to comfort and sustain me in trials to which I may be exposed.

The family in whose service I am, so far as I can judge, is one that you would highly approve of, and my fellow-servants do not seem to be schooled in city life as you depict. Upon the whole, I think a little time will greatly

reconcile me to my lot, but I shall still lament the separation which necessity has caused between us.

Ever your affectionate

and dutiful daughter,

F. G.

To Mrs. —.

LETTER CXVI.

Letter from a Lady, upon her arrival in New York, to her friends in Ireland.

BROADWAY, NEW YORK, }
January 19, 18—. }

MY DEAR BROTHERS AND SISTERS,—After a tedious voyage of sixteen days, I have at last safely arrived in New York. Our parting interview affected me very much, and my fortitude entirely gave way when I lost sight of land. I rushed into my room and had a good cry, after which I felt somewhat relieved; a few days more reconciled me to my fate. Our confined limits on shipboard naturally soon led to the formation of acquaintances. I was fortunate in my selection of a companion, having chosen a young lady who, like myself, was coming alone to this country. She was well read, so you may be sure there was no lack of conversation, tending greatly to kill time, which would otherwise have hung heavily on our hands.

The first two days of our voyage gave promise of a quick passage, but the wind veering round, and blowing right ahead, reduced our speed from twelve to nine knots per hour, added to which we got into a region of snow and fog, adding greatly to our discomfort, as we were

unable for three days to take our usual promenade on the saloon, in consequence of which we all got more intimately acquainted with each other, and several of the gentlemen were highly amusing and successful in helping to "drive dull care away."

The weather clearing up, we emerged, like a lot of bees from their hive on a sunshiny day, to seek our apparently long deserted promenade. As our close quarters had made us all sociable, the usual stiffness of etiquette disappeared, and the remaining part of the voyage was rendered as agreeable as could be; considering the many little inconveniences and privations one has to undergo on shipboard.

At length our eyes were gladdened with the sight of a pilot boat, a sure augury of the near approach to our destination. We signalled, and the boat came alongside. One of its crew was soon on board, and then we learned that by next morning we should be at Sandy Hook, where, if the doctor presented a clear bill of health, we should only be delayed a short time, and then in a few hours more we should land in New York, which I am happy to say was safely accomplished at 4 o'clock this afternoon.

Uncle and aunt met me at the dock with a most cordial greeting. You can imagine how glad I was to be once more with relatives, to pace terra firma, and go to sleep without being rocked.

Uncle and aunt join in kind love to you all.

Believe me,

Your affectionate sister,

J. C.

LETTER CXVII.

Answer to the above.

SACKVILLE STREET, DUBLIN, Ireland, }
February 1st, 18—. }

MY DEAR SISTER,—The arrival of your letter has relieved our minds of great anxiety. We fully calculated upon hearing from you by previous mail, but not doing so we got to conjecturing all sorts of ideas, especially considering the season of the year and the many shipwrecks we have read of lately.

Now that we are assured of your safety, we feel reconciled and wish you every joy in your present visit. I am sure not one of us girls would have had the courage to encounter the dangers of so long a voyage, to make a simple visit, but you have more spirit than us all put together, and what we consider perilous, you rejoice to undertake and look upon as a good joke.

For the first week gloom pervaded the whole house. We lacked your ringing laugh, spirited jest and ever-ready repartee. Another week or so we shall get used to our quiescent state, and will jog along quite comfortably, until such time as you return to upset us all again, having added to your own various Yankee notions.

We all are glad to hear of your kind reception, and hope you may spare a thought now and then for those on this side of the Atlantic.

All join in kind love to yourself, uncle and aunt.

Your affectionate sister,

A. C.

LETTER CXVIII.

BROADWAY, NEW YORK, }
February 18th, 18—. }

MY DEAR ANNA,—Glad to hear from you, that all at home are well, and that you anticipate having quietness during my absence. I only hope your enjoyment may equal mine. New York is a gay place, especially at this season of the year. Balls, masquerades, parties, sleighing and skating excursions, are all the rage. I am getting almost tired out, and must entreat uncle and aunt to frame some excuse for our next two or three engagements, to recruit. Since the second day it has been a round of continued gaiety. Londoners are said to be proverbial as pleasure seekers, but New Yorkers will well contest for the palm of distinction. So far I like New York very much, there is not that reserve or clanship in society so noticeable at home, each one considers himself on an equality with his fellow-creatures, and all seem influenced by a spirit of freedom.

Uncle and aunt send kindest regards to all of you.

Believe me,

Your affectionate sister,

J. C.

LETTER CXIX.

SACKVILLE STREET, DUBLIN, Ireland, }
March 8th, 18—. }

MY DEAR SISTER,—Your welcome letter came duly to hand to-day. We are delighted to hear that you are in

the midst of so much enjoyment, especially when considering the journey undertaken. I doubt when you return our quiet home will not harmonize with your feelings, being inspired with and having imbibed so much of New York high life, that you will find but little pleasure in our society. Perhaps I am anticipating too much, and that your return may be indefinitely postponed. From the go-a-head character of the Yankees, it is not conjecturing an impossibility if some young swain be smitten with your charms, and then farewell to old Ireland. We are just going on in our old style, little occurring to vary the monotony of our present quiet home. We often wish you were here to rouse us up, and dispel the ennui which now and then oppresses us. I imagine uncle and aunt will hail with joy the termination of your visit, if as we conclude from your epistle they-participate in your whirl of pleasure. Their ordinary state of life must be somewhat changed, and repose usurped by the trouble of preparations for your varied evening enjoyments. It is not assuming too much to suppose that your continued state of excitement will have a tendency to create in you desires that cannot be fulfilled, when you return home. The time occupied by the return voyage will be most apropos and beneficial in sobering you down to your own self again.

Do not fail to write once a week, and rest assured of an answer by return.

Kind love to you, and uncle and aunt.

I remain,

Dear sister,

Yours ever affectionately, .

A. C.

LETTER CXX.

From Miss C. to her fellow voyager.

BROADWAY, NEW YORK, }
January 31st, 18—. }

MY DEAR FRIEND,—I must apologize for not sending you a line prior to this. The plain fact of the matter is, I have so entirely given myself up to pleasure, that all else has been banished from my mind.

I have, however, now decided to devote a short time to business, and make you one of the first to claim my attention.

I presume you have been pretty well engaged, and in a similar manner to myself. It seems that Dame Fortune, as if to compensate for the lack of enjoyment during our outward passage, has given me ample since my arrival here, and so fully discharged her debt. This is the first day's leisure I have had since I landed, so you can imagine the merry life in which I have been indulging.

The friendship formed during our short acquaintance I shall be most happy to retain, and esteem it a favor to be allowed such a privilege.

As you expect to be here in a few days, it will afford me more pleasure to have a snug tete-a-tete and recount our various adventures.

A formal invitation is unnecessary. Call to see me you must, and depend upon meeting with a hearty welcome.

I remain,

Dear friend,

Yours most sincerely,

J. C.

LETTER CXXI.

Reply to the above.

EAST STREET, ALBANY, New York, }
February 2nd, 18—. }

MY DEAR FRIEND,—I was expecting a line from you, and feel gratified that you meet with such hospitality. I too have had my share, though probably not to such an extent as the New Yorkers carry their festivities.

To retain your friendship will afford me a pleasure much to be desired, although our acquaintance has only been short. I find such a congeniality of mind, and sensitiveness of feeling, that I shall consider you one of my dearest friends.

I shall be in your city on Monday, when we can compare notes, and make an arrangement to spend a few days together.

With kindest regards, and hoping your enjoyments may be to the full,

I remain,

Your sincere and faithful friend,

S. Y.

LETTER CXXII.

From a young Lady to her Sister, announcing her engagement.

FOURTH STREET, NEW YORK, }
January 25th, 18—. }

MY DEAR SISTER,—You may remember my mentioning to you, the marked attention Mr. C. paid me; it has now

terminated in a formal proposal of marriage, which I think of accepting, but it won't be prudent to be hasty in my decision, as such a course might lead him to suppose I was anxious to have him. A lady's policy under circumstances of this kind, ought to be so effectually carried out, as to cause the gentleman some trouble in the attainment of his ends, so that he may more highly value the prize, when gained. How soon he may wish me to change my name, I cannot at present say, but I do not think he will be long, as he does not appear to be one of the deferring kind. He is snugly off and doing a profitable business. A few years my senior, good looking and apparently good tempered.

I hope you will soon return home. You can then pass your opinion. I shall have to tax your time, as I shall require assistance in preparing for my anticipated union.

I remain,

Your affectionate sister,

A. L.

LETTER CXXIII.

Answer to the above.

SIXTH STREET, CHICAGO, ILL., }
January 28th, 18—. }

MY DEAR SISTER,—I cannot say I am much surprised at the news in your last letter. It would have been anything but honorable, or feeling, had Mr. C., acted otherwise than he has. I am sure his bearing towards you would have lead any one to believe you were on the eve of marriage.

I must congratulate you on your conquest. I shall re-

turn home the 4th of February, and render you all the assistance I can in your multitudinous preparations for the great event of your life.

Your affectionate sister,

KATE.

LETTER CXXIV.

Invitation to a young Lady, to act as Bridesmaid, at the forth-coming Nuptials.

FOURTH STREET, NEW YORK, }
March 3rd, 18—. }

MY DEAREST FRIEND,—My approaching nuptials, require that I should make due preparation therefor. May I request the favor of your company, to act as one of my bridesmaids, on that eventful occasion? Our long acquaintance, and sincere friendship, prompt me to solicit the honor of your presence in the above capacity; on Thursday, April 10th. If convenient, come the previous day.

I remain,

Your sincere friend,

A. S.

LETTER CXXV.

Reply in the affirmative.

MY DEAR FRIEND,—I shall esteem it a great honor to be allowed the privilege of acting the part asked in your note, on the occasion required.

I shall be with you the day previous, and hope the fol-

lowing one may be the forerunner of much future happiness.

With kindest wishes,

I remain,

Your sincere and grateful friend,

L. P.

NOTES OF INVITATION.

Formal notes are always written in the third person, except when the parties are most intimate friends, then the first is used. Such notes should always be sent a few days previous to the event, and promptly answered.

Mr. and Mrs. Thompson, request the pleasure of Mr. and Mrs. James' company, on Wednesday evening next, at eight o'clock, to join a social party. An immediate answer will much oblige.

Fifth Avenue, January 9th.

Answer to the above, Accepting.

Mr. and Mrs. James will be most happy to avail themselves of Mr. and Mrs. Thompson's kind invitation to join their social party as requested.

Houston Street, January 10th.

Answer, Declining.

Mr. and Mrs. J. greatly regret their inability to accept

Mr. and Mrs. T.'s kind invitation to join their social party. Nothing would have afforded them more pleasure than to have been present, but family affliction prevents them.

West Street, January 10th.

To an intimate Friend.

MY DEAR JANE,—A few friends will be here on Wednesday evening next, to take a social cup of tea, and chat about mankind in particular. Give us the pleasure of your company.

A. PRATT.

Prince Street, Saturday morning.

Reply.

MY DEAR ANNIE,—It affords me great pleasure to inform you that I shall join your party, on Wednesday evening next.

JANE HORTON.

Spring Street, Saturday afternoon.

Invitation to a Surprise Party.

DEAR ANNA,—A surprise party is getting up, for Mary. Join us, and be at our house by 7-30 P. M., Monday evening.

NELL DARKER.

To Join a Pic-nic.

DEAREST KATE,—All being well, and Tuesday a fine

day, we and a few more friends, are organizing a Pic-nic Party, for Staten Island; may we anticipate the pleasure of your company? We start at 9 A. M.

ELLA ADAMS.

GENERAL DIRECTIONS AS TO LETTER-WRITING.

In writing Letters, it is necessary to make the style clear, elegant and appropriate, for all subjects; vivacity of discourse forces us frequently to sacrifice happy though tardy expressions, to the necessity of avoiding hesitation; but what is thus an obstacle in speaking, does not interfere with the use of the pen. We ought, therefore, to avoid repetition, erasures, insertions, omissions, and confusion of ideas, or labored construction. If we write a familiar letter to an equal, or a friend, these blemishes may remain; if otherwise we must commence our letter again. The most exact observance of the rules of grammar is strictly imperative; an error of orthography, or an incorrect phrasology is not admissable, even in the least careful letter, or the most unimportant billet. Even correction is not allowable, for besides being a blemish to the letter, it betrays ignorance or carelessness of the party writing it. The choice of materials for writing, without being very essential, is yet necessary; to write on very coarse paper, is allowable only for the most indigent; to use gilt-edged and perfumed paper for letters of business, would be ridiculous.

Many distinguished people, however, reasonably prefer simplicity in this thing, and make use of very beautiful paper, but yet without ornament.

It is extremely impolite to write upon a single leaf of paper, even if it is a billet; it should be always double, although we write only two or three lines.

It is as indispensable to answer when you are written to as when you are spoken to, and the indolence which so many correspondents allow in themselves, in this respect, is an incivility. And if, after all, they decide to answer, they begin by apologies so often renewed, that they become common-place. We must use much care that these excuses may not appear ridiculous. Conciseness and some new terms of expression, are, in this case, indispensable. The same observation is applicable in making use of reproving terms.

Letters supply the place of visits, in bestowing presents, or on occasions of marriages, funerals, &c.; and to neglect to write in such cases, is gross impoliteness.

Two persons should not write in the same letter by one writing upon the first, and another upon the second leaf, except on very intimate acquaintance with the correspondent. The language of men who write to ladies, ought always to have a polish of respect, with which the latter ought not to dispense in answering; but on occasions of great ceremony, a lady may address to a man, such phrase as "I have the honor to be," &c., while he should use the most respectful terms, as "Deign, madam, to allow me;" "Allow me the honor of presenting you my respects," &c.

You may use a lofty style towards persons to whom you owe respect; an easy, tempting, or even jesting style towards a friend; and a courteous style towards one another generally.

If you have many subjects to treat of in the same letter, commence with the most important; for if the person to whom you write is interested while reading it, he will

be the more impatient to resume its perusal, however little interesting he may find it.

It is useful and convenient to begin a new paragraph at every change of the subject. After having written "Sir," or "Madam," at the top of the letter, we should not commence with one of these phrases: "Sir," "Madam,"—"Your sister has written me thus." We should say, "I understand by a letter which Madam —, your sister, has written me."

Take care, also, when writing to a person of great consideration, not to make compliments to any one, but write to this third person whatever you wish him to know.

PUNCTUATION.

To render a letter intelligible, it is necessary to pay attention to the stops, or marks, which denote when a pause should be made by the reader. These marks are—the comma (,) the semicolon (;) the colon (:) the period or full stop (.) the note of admiration (!) and the note of interrogation (?).

A *comma* denotes that a short pause is to be made, as in the following cases: Two or more substantives, adjectives, &c., immediately succeeding each other, require a comma after each; as, "She is young, amiable, and pretty;" but, if joined by a conjunction, the comma is not needed; as, "She is an industrious and frugal woman." If an admonition is made to a person, the noun requires a comma before and after it; as, "Remember, boy, what thou hast heard." Many adverbs should have a comma before and after them, as *perhaps, before, &c.*

A *semicolon* requires a longer pause than a comma, but

denotes that something else is to follow before the whole idea can be expressed. As, "A boorish air is but a trivial defect; yet, trivial as it is, it is enough to render a person unwelcome." Or it is used to distinguish those members of a sentence, though less nearly joined than those divided by commas, are not so independent as those marked by a colon; thus, "The way of the wicked leads to death; that of the righteous to life everlasting."

A *colon* implies that the idea is fully expressed, but that something else follows for the purpose of giving still more force to the author's meaning; or casting additional light upon it, thus, "This is your triumph: it is my shame." Quotations should be preceded by a colon: as, "a popular author says: The pen is mightier than the sword."

The *period* or full stop ends the sentence, as "Give me the book. Let us go home." It is also placed after all abbreviations, as: "N. Y. *New York*, A. D. *Anno Domini*, Fred., Jno.

A *note of admiration* is used to show that lively emotion is expressed, as: "Oh! Virtue! how lovely thou art!"

A *note of interrogation* is placed at the end of every question, as: "Have you seen my brother? How late?"

Other marks are used in writing which need explanation. The *dash* (—) is used when the sentence is abruptly broken off; thus, "Exactly so—a wonderful young man!" The *parenthesis* () is used to enclose part of a sentence which may be left out without spoiling the sense; as "Let us hear from all (including Ellen) when you write again." The *apostrophe* (') is used to denote the possessive case, or to abbreviate a word; thus "Frederick's book, thro' for through." The *caret* (^) is used

for the purpose of showing something omitted; thus, grave,
 "Most reverend, and potent seignors." The *hyphen* is used for all compound words; thus "self-glorification." The *asterisk* (*) is used to refer to notes, as are also the following signs: †, ‡, § and ¶. The *index* () points out anything worthy of especial notice.

Unless you attend to the punctuation, serious mistakes may be made by the individual with whom you correspond: Even the omission of a comma will sometimes give a meaning to the sentence precisely the reverse of that which you intend to convey.

LETTERS ON LOVE.

The love letter ought to be more easy to write than any other, premising always that the writer is really under the influence of the grand *passion*. Upon first addressing the object of your regard, there should be no prudent hesitation about committing yourself too far. You either love the fair being whom you address, or you do not. If you are not decided upon that point, you do wrong to write at all; but if you earnestly desire to unite your destiny with hers, you must, in the first instance, give her to understand that you entertain for her a sincere and earnest admiration.

Your letters should express respect blended with exalted and overpowering passion, and this applies more particularly to your first letter. A tame, hesitating lover cannot make a strong impression upon the hearts of the gentle sex. The writer must show the woman of his choice that his love is too real and too violent to be pru-

dent, or to have any place for a selfish fear of compromising himself. He *must* compromise himself, fearlessly and thoroughly, in his first address to her, and have his mind made up to stand the hazard of the die; for the first thing a man has to do when disclosing his love for a woman, is, to convince her that he *does* love her, and that he loves her a great deal, and her alone.

Let this be the aim of your letters; speak just as you feel, and speak out all that you feel, in straight-forward, simple, honest language—which is always the language of strong emotion—and if she be a virtuous woman, whose heart has not been hackneyed by the arts of coquetry, she will know how to estimate your sincerity and your devotion.

It is best to use gilt-edged paper, and of a fine quality; write in good hand if possible; fold and seal your missive neatly, and direct it in a bold plain manner, that it may not fall into the hands of the wrong person, and expose your lady-love to the jeers and malicious remarks of idle and heartless worldings.

LETTER CXXVI.

From a Gentleman to a Lady with whom he is in love.

MADAM,—I have three times attempted to give you a verbal relation of the contents of this letter; but my heart as often failed. I know not in what light it may be considered, only if I can form any notion of my own heart from the impression made on it by your many amiable accomplishments, my happiness in this world will, in a great measure, depend on your answer. I am not pre-

cipitate, madam, nor would I desire your hand if your heart did not accompany it. My circumstances are independent, my character hitherto unblemished, of which you shall have the most undoubted proof. You have already seen some of my relations at your aunt's in ——— street, particularly my mother, with whom I now live. Your aunt will inform you concerning our family, and if it is to your satisfaction, I shall not only consider myself extremely happy, but shall also make it the principal study of my future life, to spend my days in the company of her whom I do prefer to all others in the world. I shall wait for your answer with the utmost impatience.

And am, madam,

Your real admirer,

LETTER CXXVII.

The Lady's answer.

SIR,—I received your letter last night, and as it was on a subject I had not yet any thoughts of, you will not wonder when I tell you I was a good deal surprised. Although I have seen and familiarly conversed with you at different times, yet I had not the most distant thoughts of your making proposals of such a nature. Some of your sex have often asserted that we are fond of flattery, and very much pleased with praise; I shall therefore suppose you one of that class, and excuse you for those encomiums bestowed upon me in your letter: but I am afraid were I to comply with your proposals, you would soon be convinced that the charms you mention, and seem to value so much, are merely exterior appearances which like the

summer's flower, will very soon fade, and all those mighty professions of love will end, at last, either in indifference, or which is worse, disgust. My worthy guardian, Mr. —, is now at his seat at —, and his conduct has been so much like that of a parent, that I do not choose to take one step in an affair of such importance without his consent and approbation. An appearance of sincerity runs through your letter, but there is one particular to which I have a very strong objection; you say that you live with your mother, yet you do not say that you have either communicated your sentiments to her or to your other relations. I must freely and honestly tell you, that as I would not disoblige my own relations, neither would I, on any consideration, admit of any addresses contrary to the inclinations of yours. If you can clear up this to my satisfaction, I shall send you a more explicit answer, and am, sir,

Your most obedient, humble servant,

LETTER CXXVIII.

Answer to the preceding.

DEAR MADAM,—I return you a thousand thanks for your letter, and it is with the greatest pleasure I can clear up to your satisfaction the matter you doubted of. Before I wrote to you I communicated the affair to my two cousins, but had not courage enough to mention it to my mother, but that is now over, and nothing, she says, would give her greater pleasure than to see me married to a young lady of your amiable character; nay, so far is she from having any objection, that she would have waited

on you as bearer of this, had I not persuaded her against it, as she has been these three days afflicted with a severe cold, and I was afraid that if she ventured abroad so soon it might be attended with dangerous consequences. But to convince you of my sincerity, she has sent the enclosed, written with her own hand; and whatever may be the contents, I solemnly assure you I am totally ignorant, except that she told me it was in approbation of my suit. If you will give me leave to wait on you, I shall then be able to explain things more particularly.

I am, dear madam, your real lover,

LETTER CXXIX.

From the Gentleman's Mother to the Lady.

DEAR MISS,—If you find anything in these lines improperly written you will candidly excuse it, as coming from the hands of a parent, in behalf of an only, beloved, and dutiful son.

My dear Charles has told me that you have made such an impression on him, that he knows not how to be happy in any one else, and it gives me great happiness to find that he has placed his affections on so worthy an object. Indeed it has been my principal study to instruct him in the principles of our holy religion; well knowing that those who do not fear God will never pay any regard to domestic duties. His father died when his son was only ten months old, and being deprived of the parent, all my consolation was that I had his image left in the son. I nursed him with all the tenderness possible, and even taught

him to read and write. When he was of a proper age I sent him to a boarding school, and afterwards to college. Whilst he was prosecuting his studies, I daily recommended him to the care of that God whose eyes behold all his creatures, and will reward and punish according to their merit. Ever since his return from —— he has resided constantly with me, and his conduct to every one with whom he has had any connexion has been equal to my utmost wishes. At present, my dear girl, I am in a very sickly condition, and although I have concealed it from him, yet, in all human probability, my time in this world will not be long. Excuse the indulgent partiality of a mother, when I tell you it is my real opinion you can never place your affection on a more worthy young man than my son. He is endowed with more real worth than thousands of others whom I have known; and I have been told of instances of his benevolence which he has industriously concealed. I have only to add further, that the only worldly consideration now upon my mind is to see him happily married, and then my whole attention shall be fixed on that place where I hope we shall all enjoy eternal felicity.

I am, dear Miss,

Your sincere well wisher,

LETTER CXXX.

The Answer.

MADAM,—I will excuse the fondness of a tender mother for her only child. Before I received yours I had heard of the unaffected piety and the many accomplishments of

your son, so that I was in no ways surprised at what you said concerning him. I do assure you, madam, that I would prefer an alliance with you before even nobility itself, and I think it must be my own fault if I ever repent calling you mother. I was going to say, that you had known but few pleasures in this life, to be deprived of your husband so soon, and the rest of your life spent under so many infirmities. But your letter convinces me that you have felt more real pleasure in the practice of virtue, and resignation to the Divine Will, than ever can be had in any, nay, even the greatest temporal enjoyments. I have sent enclosed a few lines to your son, to which I refer you for a more explicit answer,

I remain, your sincere well wisher,

LETTER CXXXI.

The young Lady to the young Gentleman.

SIR,—I received yours, together with one enclosed from your mother, and congratulate you on the happiness you have had in being brought up under so pious and indulgent a parent. I hope that her conduct will be a pattern for you to copy after, in the whole course of your future life; it is virtue alone, sir, which can make you happy. With respect to myself, I freely acknowledge that I have not at present any reason to reject your offer, although I cannot give you a positive answer until I have first consulted with my guardian. Monday next I set out for his seat at ———, from thence you may be sure of hearing from me as soon as possible, and am

Your sincere well wisher,

LETTER CXXXII.

From the same.

SIR,—In my last I told you that you should hear from me as soon as possible, and therefore I now sit down to fulfill my promise. I communicated your proposal to Mr. ———, who, after he had written to his correspondent in ———, told me as follows:

“Miss, I have inquired concerning the young gentleman, and the information I have received is such, that I not only approve of your choice, but must confess that if I did not do everything in my power to forward your union, I should be acting contrary to the request of your father, when he lay on his death bed. You may,” said he, “communicate this to your lover as soon as you please, and may every happiness attend you both in time and eternity.”

And now, sir, have I not told you enough? Some, perhaps, might think too much; but I am determined to begin with as much sincerity as I could wish to practice if standing in the presence of my Maker. To expect the same from you is reasonable; I look for it, and shall be very unhappy if disappointed. But I will hope for the best, and doubt not but the religious education bestowed on you by your worthy mother, will operate on the whole of your future conduct in life. You may, therefore, lay aside the tedious formality of courtship and write to me as one with whom you mean to spend your time in this world.

Ever since my arrival here, my time has been spent in visiting the woods, the fields and cottages, meditating on the unbounded goodness of the Almighty Creator. How

infinite is his wisdom! how unbounded his liberality! Everything in nature conspires to exalt his praise, and acknowledge with gratitude their dependence upon him. But I will not tire you with such dull descriptions of real beauties. Present my sincere respects to your worthy mother. I hope she gets better of her disorder, and be assured that I am

Yours and hers with the greatest affection,

LETTER CXXXIII.

From a young Gentleman, in expectancy of an estate from a penurious Uncle, to a young Lady of small fortune, desiring her to elope with him.

MY DEAR MARIA,—My uncle's laying his injunctions upon me not to see you any more, has only served to add fuel to my passion. I cannot live without you, and if you persist in refusing to comply, I am miserable forever. I pay no regard to his threatenings, when put in competition with the love I have for you. Do not be afraid of poverty; if he should continue inexorable, I have still education sufficient to procure a genteel employment in one of the public offices, where I may rise to preferment. Therefore, if ever you loved me, let me beg that you will not make me any longer unhappy. Let me entreat you by all that is dear, that you will comply with my request, and meet me at six on Sunday evening, at the back door of the garden, where a carriage will be ready. I will fly on the wings of love to my charmer, and be happy in her embraces forever.

I remain your dear lover,

LETTER CXXXIV.

The Lady's prudent answer.

SIR,—Though thoroughly conscious in this act I make a breach of those laws said to be laid down for lovers, especially such of our sex as would rather be celebrated for a romantic turn of mind, than for what is more preferable, a prudent decorum, yet I cannot be persuaded, there may occur such a crisis, as may make it consistent with the strictest rules of honor and justice, which at least ought to be put in the balance, if not outweigh whatever custom may prescribe. That such a crisis now exists, your letter, and former concurring testimonies make manifest. For I have too high an opinion of your integrity to doubt their truth; and believe me when I assure you most solemnly, I place their validity to that account, and not to mistaken notions or consciousness of my own merit. No, sir, it is from a too sensible conviction of your own injurious error of your passion, I have been induced to commit this violence to my sex. I had almost made my sentiments to conjure you to desist, ere it be too late, in the pursuit of a passion, that cannot but bring with it a train of inevitable miseries, since it must be attended with the violation of your duty to that relation whom you are bound to pay implicit obedience to by nature and gratitude. I will not offend your delicacy, in urging those of interest and independency, though each consideration ought to have its prevalence, against making a sacrifice of it to an impetuous passion for one, whose single desert is that she dreads your indigence more than she regrets that of the

UNFORTUNATE.

LETTER CXXXV.

From a Youth to his Sweetheart.

DEAR SALLY,—I have been long in love with you, but was afraid to tell you. When I go with you to the theatre I am almost like a fool, and altogether unfit for company. I think of you all day, and all night I dream of my dear Sally. I am well settled in work and my wages are eight dollars every week. You and I can live on that, and I shall bring it home untouched on Saturday evening. I will not go to any tavern, but as soon as my work is done, return to my dearly beloved Sally. I hope my dear, you will not be angry, for I am really in love. I cannot be happy unless you are mine. I was afraid to mention this to you, but if you will leave an answer at my lodgings, I will meet you next Sunday after dinner, at the ———, when we will take a walk to ——— and drink tea. How happy shall I be to hear from my charmer; but a thousand times more to think she will be mine.

I am, my dear, your real lover, _____.

LETTER CXXXVI.

Answer to the preceding.

DEAR JACK,—I received your very kind letter, but I do not know what to say in answer. Although I would be glad to marry, yet you men are so deceiving, that there is no such thing as trusting you. There is ——— the carpenter, and ——— the smith, who have not been married above six months, and every night come home drunk, and beat their wives. What a miserable life is that, Jack, and how do I know but you may be as bad to me? How may I know but you like them may get drunk every

night, and beat me black and blue before morning? I do assure you, Jack, that if I thought that would be the case, I would scrub floors and scour saucepans as long as I live. But possibly you may not be so bad; for there is —— the braiser, and —— the painter, who are both very happy with their wives; they are both home-bringing husbands, and have every day a hot joint of meat. I know not yet what I shall do, but as I like to walk to —— I will meet you at the —— on Sunday after dinner, and then we will talk more of the matter.

I am, dear Jack, your most humble servant,

LETTER CXXXVII.

From a Lady to a Gentleman, complaining of his indifference.

SIR,—However light you may make of promises, yet I am foolish enough to consider them as something more than mere trifles; and as likewise induced to believe that the man who voluntarily breaks a promise, will not pay much regard to an oath; and if so, in what light must I consider your conduct? Did I not give you my promise to be yours, and had you no other reason for soliciting than merely to gratify your own vanity? A brutal gratification, indeed, to triumph over the weakness of a woman, whose greatest fault was that she loved you. I say loved you, for it was in consequence of that passion I first consented to become yours. Has your conduct, sir, been consistent with my submission, or your solemn profession? Is it consistent with the character of a gentleman, first to obtain a woman's consent, and afterwards boast that he had discarded her, and found one more

agreeable to his wishes? Do not equivocate; I have too convincing proofs of your insincerity; I saw you yesterday walking with Miss ——, and am informed that you have proposed marriage to her. Whatever you may think, sir, I have a spirit of disdain, and even of resentment, equal to your ingratitude, and can treat the wretch with a proper indifference, who can make so slight a matter of the most solemn promises. Miss —— may become your wife; but the superstructure cannot be lasting which is built on such slight foundation. I leave you to the sting of your own conscience. I am the

INJURED.

CONCLUDING OBSERVATIONS.

Some few general remarks on very simple matters—which are nevertheless of much importance in the transactions of every-day life—may be advantageously appended to the specimens already laid before the reader.

I. There is great judgment required in using “Sir,” or, “Dear Sir,” especially in addressing a person of superior worldly position to yourself. Always reflect whether you are on such terms with the person to whom you write as to warrant your using “Dear,” or, “My dear,” before the more retiring phrase of address.

At the same time, the use of “Dear Sir,” even towards a stranger, is considered a graceful manner of addressing an inferior; but, in responding to this, it would be preferable to avoid too much familiarity *at first*. A golden rule in such matters is, that nothing is lost by too much modesty, while nothing gives so much offence as officious familiarity.

"Reverend and dear Sir" is a frequent address from one clergyman to another, with whom he is supposed to have little acquaintance beyond that of being in the same profession. "Dear sir," is afterwards adopted, when one or two letters have passed between the parties.

"Dear Sir," is frequently used in transactions between gentlemen and their tradesmen; but such use must be guided by the good sense of both parties. It must also be considered, that the position and character of many tradesmen render them fully on a par with many professional or independent persons.

"Honored Sir," though somewhat antiquated, is still frequently used, either in addressing a person in very advanced years, a parent, a person to whom we have been under great obligations, or in an appeal from a poor person to a rich and powerful one.

Nearly the same rules apply to letters addressed to persons of the other sex.

II. Never send a *note* to a person who is your superior, unless it be upon a very slight and indifferent matter. In asking a favor of an intimate friend, address him in the first person.

III. Do not take bad writing for freedom of style. Whatever pleasure your friends may derive from reading your letters, you have no right to suppose that they have time for the study of *hieroglyphics*.

IV. And, finally, remember that whatever you write is written evidence either of your good sense or your folly, your industry or carelessness, your self-control or impatience. What you have once put in the letter-box, may cost you lasting regret, or be equally important to your whole future welfare. And, for such grave reasons, *think before you write, and think while you are writing.*

SUPPLEMENTARY APPENDIX.

To those unacquainted with the Grammar of the English Language it is a common error to spell words of the same pronunciation incorrectly, considering the meaning such words were intended to convey.

A careful perusal of the following list of words similarly pronounced, but spelt differently, will be found of essential benefit to those who need assistance in making use of the right words in their proper places.

ARE, AR.—The first is correct, there being no such word as Ar.

AIL, ALE, HAIL, HALE.—The first means, to be unwell; the second, a liquor; third, frozen rain, or to call to a person; fourth, to be vigorous, as, "a hale old man."

AIR, ERE, HARE, HAIR, HEIR.—Air, the atmosphere we breathe; Ere means before, as, "ere I go;" Hare, a wild animal; hair, the natural covering of the head; heir, one coming into possession of property.

ALL, AYL.—All, every one; Ayl, a shoemaker's tool.

BEAR, BARE, BIER, BEER.—Bear, a wild animal, or to carry; Bare, naked; Bier, the frame on which a corpse is carried; beer, a malt liquor.

BORE, BOAR.—Bore, to make a hole, or carried; Boar, the male swine.

BIRTH, BERTH.—Birth, coming into the world; Berth, the sleeping-place on board a vessel.

BEE, BE.—Bee, the name of an insect; Be is used in every other instance.

BEAN, BEEN.—Bean, the name of a vegetable; Been is used in every other case.

CUD, COULD.—Cud is a term applied to the food that some animals chew twice over; could is used in every other case.

CALL, CAUL.—Call, to make a visit, or to hail or shout after any one; Caul, a covering some children have on their heads when born.

CURRENT, CURRANT.—Currant, a fruit; Current, a stream.

DOSE, DOES.—Dose, a draught of medicine; Does, to perform anything.

DRAFT, DRAUGHT.—Draft, a current of air, or an order for the payment of money by a banker; Draught, a drink, or drawing a load.

DEAR, DEER.—Dear, not cheap, a term of affection; Deer, an animal.

EAR, HEAR, HERE.—Ear, a portion of the body; Hear, to listen or understand with the ear; Here, in this place.

FULL, FOOL.—Full, to be filled; Fool, a person not in possession of his senses.

FOURTH, FORTH.—Fourth, next after third; Forth, forward.

FOUR, FORE.—Four, the number after three; Fore, the front.

GREAT, GRATE.—Great, large; Grate, the place in which fuel is burnt in the house.

GOOD, GUDE.—Good, not bad; Gude is not in general use, but is Scotch, signifying good.

HOLE, WHOLE.—Hole, to make an opening; Whole, entire, complete.

I, EYE.—I, myself, when used so, must always be a capital; Eye, the organ of seeing.

- **Is, His.**—The rule for the correct use of these words is this: Where you can substitute Their for His, Is ought not to be used; in all other cases it should.

KNOW, No, Now.—Know, to understand; No is used as a denial; Now, the present time.

LEAVE, LEAF.—Leave, to go; Leaf, part of a tree.

MORE, MOOR.—More, an addition; Moor, a piece of waste land.

NONE, NUN.—None, not any; Nun, a female who secludes herself from all worldly business.

OLD, HOLD.—Old, aged; Hold, to seize and keep.

PIECE, PEACE.—Piece, a bit; Peace, quietness.

PARE, PEAR, PAIR.—Pare, to cut or peel; Pear, a fruit; Pair, a couple, or two.

RAIN, REIN, REIGN.—Rain, water from the clouds; Rein, the straps for guiding a horse; Reign, the time a sovereign is head of the nation.

REED, READ, RED.—Reed, a kind of tall grass; Read, sometimes pronounced red, the act of saying word after word in a book; when pronounced red, the act has been accomplished; Red, a color.

SURE, SHURE.—The latter is the incorrect way of spelling this word.

SHOULD, SHUD.—The former is the correct way of spelling this.

SAID, SED.—The former is the correct way to spell this word.

SIGN, SINE.—Sign, a token; Sine, a trigonometrical term.

THERE, THEIR.—There, in that place; when used before Is, Was, or Were, is always spelt as above; Their means belonging to, and is used when you can substitute His in its stead.

TOW, TOE.—Tow, the material from which ropes are made. Toe, a portion of the foot.

TOUGH.—Tough, not tender ; the spelling of this word as Tuff must be avoided.

VAIN, VANE.—Vain, conceited, proud ; Vane, a machine which indicates the quarter from whence the wind blows.

VICE, VISE.—Vice, wickedness ; Vise, a blacksmith's tool.

WERE, WARE, WHERE, WEAR.—Were, a word used to express being ; Ware, goods, as earthen ware ; Wear, to make use of clothing, etc. ; Where, to what place.

WRITE, WRIGHT, RITE, RIGHT.—Write, to express your thoughts on paper ; Wright, a man's name, or a mechanic ; Rite, a form or ceremony ; Right, not wrong.

WROTE, ROTE.—Wrote, having written ; Rote, to say anything off from memory.

YOU, YEW, EWE.—You, yourself ; Yew, a tree ; Ewe, a female sheep.

AS, HAS.—As, like to ; Has is used when you can substitute Hath for the word ; as frequent mistakes take place in the use of these words care should be taken to apply this simple rule.

BLUE, BLEW.—Blue, a color ; Blew, having blown.

MADE, MAID.—Made, formed ; Maid, a female servant.

PAIL, PALE.—Pail, a vessel ; Pale, white.

As incorrect spelling frequently occurs when it is desirous of expressing more than one thing of the same kind, the few following rules will greatly facilitate the writer in spelling such words correctly.

1. As a general rule, the letter *s* added to a word meaning one, will represent more than one ; but to this rule there are several exceptions, as, for instance, words ending in *y* when the *y* has any other letter than *a*, *e*, *i*, *o*, or *u* before it, the *y* is left out and *ie* used in its place, as, *lady*, *ladies*, *baby*, *babies*.

2. In words ending in *sh*, *ch*, *x*, *o*, or *ss*, *e* is added in addition to the *s*, as *church*, *churches*, *marsh*, *marshes*, *box*, *boxes*, *hero*, *heroes*, *witness*, *witnesses*. Ox is an exception to this rule, *en* being added instead of *es*, as, *ox*, *oxen*.

3. Words ending in *f* or *fe* have *v* substituted for the *f*, as, *wife, wives, knife, knives*, etc., except when ending in *ff*.

4. Some words are spelt the same in both cases, as, *deer, sheep*, etc., in which instance, by placing *a* before the word, one is meant, and by using *the*, more than one.

5. Some words are spelt altogether differently, as, *mouse, mice, goose, geese*.

In spelling words, it is necessary to consider well the different sounds of each part of the word. Every separate sound in a word must have in it one of the following letters, *a, e, i, o, u*. Take for instance, *contemplate*, which consists of three different sounds, *con-tem-plate*; there are the letters *o, e, and a*, respectively in each sound or syllable, as it is called, and each one gives the sound to its syllable. In dividing such words at the end of a line, you must not let the last letter be any one of the above-mentioned five letters, but must divide according to the syllable.

Another rule to be observed in the spelling of words which have *ing* added to them, when such word ends in *e* the *e* must always be left out, as, *come, coming, divide, dividing*.

It is also found difficult when the letters *i* and *e* come together in a word to know which is to be placed first. The following simple rule will obviate such difficulty.

When *i* and *e* follow *c* in a word, the *e* is invariably placed first, as, *receive, deceive, conceive*, etc., in other instances the *i* comes before the *e*, as, *believe, relieve*, etc.

A few remarks respecting the use of the words *a* and *an* will guide the writer as to their proper application. Words commencing with any of the five letters, *a, e, i, o, u* must have *an* placed before them. Other words meaning one have *a* used except words beginning with *h* when not sounded, as, *hour, honor, herb, humble*. These have *an* before them.

Capital letters are used when you begin a sentence; also all names of persons, cities, streets, mountains, rivers, etc.; the days of the week, the months of the year, and when a name is given to one thing of the same kind to distinguish it from another of that kind.

Never use *more* before a word ending in *er* or *most* before one ending in *st* or *est*.

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The sun had kissed the meadow-grass
And sipped the sparkling dew,
And daisies raised their dainty heads
To catch the rays he threw.

Far off were fields of waving corn ;
The meadows lay between ;
And I could hear a farm-boy's song,
Though nowhere to be seen.

He sang in tones so blithe and gay
I paused to catch each word ;
And ev'ry note came clear and sweet
As caroled by a bird :

Oh ! the winds did not blow,
Though the leaves murmured low,

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While a tear in her bright eye sparkled ;
What she answered me,
'Neath the hawthorn-tree,
While the brook only laughed and darkled

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